

**Charlotte County
Board of County Commissioners
Staff Report
May 2016**

Budget & Administrative Services

Fiscal Services

- Grants Support
- Hosted meeting with Fiscal and Legal to review Treasury's Restore Act Compliance (TRAC) initial review and observation report and discussed revisions to County policies and procedures.
- Staff coordinated with applicable departments to address federal funding compliance concerns included in the Treasury's Detailed Observation Report. Staff reviewed observations relating to purchasing and ensured they were addressed in the final draft of the Purchasing Policy.
- Public Safety Grants
- Established budget revisions for the Emergency Medical Services County Pre-Hospital Grant; merged previous year's retention funds from Contract C3008 with current year's Contract C4008, and revised itemized anticipated expenditure details.
- Provided guidance to Emergency Management staff on the development of NOVUS agenda item to apply for \$3,793.00 from the FY16/17 Hazardous Analysis Update Grant. Created budget adjustment request and coordinated with Legal Department for adoptive resolution.
- May 10, 2016 Board approved application for FY2016 Bulletproof Vest Partnership award on behalf of the Charlotte County Sheriff's Office. This grant will provide reimbursement of up to 50% of the cost for 177 vests for law enforcement over 2 years.
- Human Services Grants
- Requested a total of \$118,893.19 in grant reimbursement claims:
- \$18,060.46 to Area Agency on Aging for the Older Americans Act Grant (OAA)
- \$46,472.44 to Area Agency on Aging for the Community Care for the Elderly Grant (CCE)
- \$23,385.47 to Area Agency on Aging for the Alzheimer's Disease Initiative Program (ADI)
- \$1,516.43 to Area Agency on Aging for the Home Care for the Elderly Program (HCE)
- \$4,861.24 to Department of Economic Opportunity for the Community Services Block Grant Program (CSBG)
- \$23,343.59 to Department of Economic Opportunity for the Low Income Home Energy Assistance Program (LIHEAP)
- \$1,253.56 to Florida Department of Juvenile Justice for Civil Citation Community Services
- MAC Grants
- Processed Boater Revolving Fund Subrecipient reimbursement requests for the following projects:
- Sundown Harbor Patrol Flights (s391602) for the period Apr 1 – 30, 2016. The reimbursement for the period totaled \$949.00.
- Charlotte Harbor Environmental Center 4th Grade Education Grant (s391615) for period ending April 30, 2016. The reimbursement for the period totaled \$15,205.78.
- Charlotte Harborwalk Phase (s391561) for the period ending Apr 30, 2016. The reimbursement for the period totaled \$81,890.10.
- US Coast Guard Auxiliary 98 Safe Boating GPS Course (s391616) for the period ending April 30, 2016. The reimbursement for the period totaled \$232.05.
- Punta Gorda Pump-Out Boat Operation (s391519) for the period ending Apr 30, 2016. The reimbursement for the period totaled \$1,568.67.
- Abandoned Vessel Removal (s391610) for the period May 1 – 31, 2016. The reimbursement for the period totaled \$6,319.00.
- Charlotte County Sheriff's Office (s391613) for the period ending May 31, 2016. The reimbursement for the period totaled \$2,972.79.
- May 10, 2016. BCC approved MAC recommendations on the 2017 Boater Revolving Fund grant awards totaling \$1,725,814.

- May 12, 2016. Represented Fiscal Services at the May Marine Advisory Committee
- Provided financial update & project status on Boater Revolving Fund grants.
- Provided comparative analysis on grant management between Charlotte and other counties within the West Coast Inland Navigation District (WCIND).
- May 18, 2016. Delivered MAC grant process briefing to Charlotte Harbor Environmental Center director and staff. Clarified documentation requirements and reimbursable expenditure qualifications.
- Submitted 14 marine improvement grant applications to WCIND for the 2017 grant period totaling \$547,377.
- Drafted 14 Charlotte County Subrecipient Agreements for awarded clients of 2017 WCIND grant funds.
- Conducted routine reconciliation and maintenance activities on 30 Boater Revolving Fund grants.
- Transit Grants
- May 24, 2016 BCC approved the Transit Fare rate reduction to \$2.00 per passenger trip. The lower fares are expected to increase public ridership and in effect, increase grant funding eligibility.
- Prepared and submitted Rate Model Calculation to the Commission for the Transportation Disadvantaged and the Local Coordinating Board (LCB) for next year's subsidy rates on the Transportation Disadvantaged Trip and Equipment Grant.
- Prepared and submitted Quarterly Report to the Local Coordinating Board (LCB) for the Transportation Disadvantaged for the period of 2nd Quarter, January-March.
- Prepared and submitted the Federal Financial Reporting (FFR) to the Federal Transit Administration (FTA) for Section 5307 Grants on FL-90-X800-00, FL-90-X827-01 and FL-90-X860 for the periods of 1st and 2nd quarters, October-March.
- Received a total of \$29,874.00 in grant reimbursement claims from Florida Department of Transportation for the Transportation Disadvantaged Trip and Equipment Grant.
- MPO Grants
- May 3, 2016 MPO held its quarterly meeting. A Public Hearing was held for the Transportation Improvement Program (TIP) Amendment to include the Section 5310 Grant for Transit Operations. The Transportation Disadvantaged (TD) Planning Grant Agreement was also approved.
- Received a total of \$16,141.13 in grant reimbursement claims:
- \$ 3,338.85 from Commission for Transportation Disadvantaged for the TD Planning Grant.
- \$ 12,802.28 from Florida Department of Transportation for 5305(d) Grant.
- Mosquito Grant
- Prepared and submitted Arthropod Control Monthly Report to Florida Department of Agriculture and Consumer Services for Mosquito Control Contractual Service Agreement #022278 for the period of March 1-31, 2016.
- Received a total of \$10,752.25 in grant reimbursement claims from Florida Department of Agriculture and Consumer Services for Mosquito Control Contractual Service Agreement #022278.
- MAC Grants
- Charlotte Harbor CRA:
Gateway Harborwalk Phase 1A construction: No Billings for May
- Justice & Mental Health Collaboration Grant
- Attended the county's first Criminal Justice and Behavioral Health Summit and provided Grant data statistics to the panel.
- Road Grants
- Received a total of \$ as follows: No receipts for May
- Invoiced a total of \$113,897.35 as follows:
- \$ 76,424.63 for Roads element to FDOT for Burnt Store Rd Phase 2 design
- \$ 37,472.72 for CCU element to FDOT for Burnt Store Rd Phase 2 design
- SWFWMD Grant

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- Received revenues as follows: None for May
- Invoiced as follows:
- \$50,000 for Sunshine Lake/Sunrise Waterway Nutrient Source Evaluation Agreement
- Charlotte Harbor CRA FDOT LAP Grant:
- Gateway Harborwalk Phase 1A construction:
- Phase 1A billings: \$73,865.71
- Attended CEI bi-weekly Phase 1A Gateway construction progress meeting to discuss final FDOT submittals and participate in change order discussion.
- Participated in conference call with FDOT and Public Works to clarify submitted and upcoming change orders and discuss possible liquidated damages charge to contractor.
- Operating Support
- Provided follow up information for Parkside State Revolving Funds application to Florida Department of Environmental Protection.
- Met with Consultants and Waste Management on the ongoing rate case for Sanitation.
- Completed FY17 budget adjustments for Technical Adjustments and Board Action to date.
- Completed analysis on Public Safety salary projections
- Reversed new rate for the Utility Department that took effect May 1st. This action was completed due to Board action taken on May the 24th.
- Participated in all 2nd Quarter business meetings with departments that took place in May.
- Finalized Extension staff cost analysis comparison to University of Florida costs.
- Attended KPMG workshop on the Strategic Plan.
- Participated with Information Technology, the Utility Department, and the Clerk's Finance Department on advancement of the new Customer Service Software.
- Met with Florida Power and Light representative on the impacts to Charlotte County Government due to a rate case submitted to the Public Service Commission.
- Prepared Sports Park Fund 3006 cash flow and projected year end balances for meeting with Rays
- Prepared budget update and attended Tourist Development Council meeting
- Provided staff support for the monthly Charlotte-Desoto Building Industry Oversight Committee
- Accounts Payable/Receivable Support
- Met with staff from Natural Resources to review and assume the responsibilities of invoicing for the removal of abandoned vessels.
- Met with Fleet and IT to review the fuel SCI system and went on a field trip to the JB Yard to see the tanks, meter tickets, etc.
- Team members were trained to assume the responsibilities of ordering fuel for the two fuel yards and the monthly billing process.
- Met with Community Services to establish a process for credit cards refunds through ActiveNet for the purpose of separation of duties.
- Invoiced a total of \$6,098.12 for Public Safety:
- \$5,662.50 for EMS standby charges
- \$435.62 for radio repairs
- Received a total of \$34,617.87 for Public Safety:
- \$1,107.87 for Radio Repairs
- \$3,000.00 for EMS standby charges
- \$30,510.00 for annual radio tower services
- EMS Collection payments – processed 44 payments totaling \$7,412.36 for May.
- EMS Refunds - processed 43 refunds for overpayments received by ADPI totaling \$8,591.33 for April.
- Invoiced and received payment from the Tampa Bay Rays in the amount of \$671.25 for the 2nd quarterly payment for fuel reimbursement.
- Murdock Village CRA:
- Public Works charges: \$-0-
- Real Estate Services charges: \$-0-
- Interest & fees expensed: \$5,797.55

- Principle Payment: \$-0-
- Parkside CRA:
- Elkcarn Blvd Multi Use Path project billings: \$-0-
- Harbor Blvd Amenities design project billings: \$-0-
- Multi-use Trails & Greenway design project billings: \$10,763.75
- Capital Support
- Attended MSBU committee meetings to discuss budget timeline for FY18 and FY19 budgets.
- Created comparison rates for South Gulf Cove St/Dr for sidewalk project
- Assisted in creating FY17 max rates for the new Utility MSBU's.
- Completed budget changes for PW and Utility MSBU's for FY17
- Finalized Capital Projects Fund, and determined change from FY17 original proposed. Identified budgeted reserves.
- Met with Community Services and Facilities Directors regarding reallocation of impact fees
- Met with County Attorney's office and resolved questions regarding the use of road impact fees
- Continued cross training on various FDOT transportation grants
- Cross trained within Fiscal Services on the various journal entries affecting MSBUs
- Began cross training of new staff in Fiscal that will process Works transactions for PW Operations group
- Analyzed equipment replacement data received from Fleet for the FY17 Equipment Replacement Summary, populated with estimated costs, summarized data and provided sample for review and critique
- Met with Facilities management staff regarding the Facilities Condition Assessment report and its relationship to the Facilities R&R program proposed; worked with project managers to compile a proposed CIP of the new plan. Outstanding items include compiling the detail from which the plan is derived, and updating EDEN with new phase and detail to ready the system for actual data.
- Meet with and advised Community Services and MPO management regarding the Greenways and Trails (Sales Tax) project and the Master Plan phase, to be managed by MPO
- Analytical Support
- Updating TRIM calendars and schedules for 2016 data. Held discussions with the Airport Authority and the School Board to coordinate our public hearings to ensure no conflicting dates
- Balanced All Funds and reconciled entries to FY16/FY17 Budget Change List
- Met with IT staff to discuss modifications to the data warehouse crystal reports.
- Uploaded the remaining cost allocation reports to Maximus' web-site location
- Provided CIP staff with Faster Report that linked to other tables for better analysis, and provided budget management with additional user reports to identify field usage.
- Attended Web-site Administration Training
- Reviewed numerous agenda items in Novus. Ensured financial information is correct and routed to Budget Director for approval.
- Attended meetings with Attorney's office and Clerk Finance on the not for profit contract process.
- Posted Budget Adjustments, Administrative Transfers and Project Adjustments into EDEN and verified that the General Ledger is in balance.

I.T.

- Banner CIS Upgrade (Hansen Technologies) - 70 % complete - estimated main project completion date – 8/29/2016
- Public Website: Facilities – 90 % complete - estimated completion date – 6/24/2016
- MSBU Application Upgrade - 31 % complete - estimated completion date – 3/1/2017
- ArcGIS Server Upgrade – 20 % complete - estimated completion date – 7/11/2016
- PCI Compliance review - 80 % complete - estimated completion date – 6/30/2016
- BMC Footprints Service Core - 77 % complete - estimated completion date – 7/25/2016
- Utilities Department Data Management - 35 % complete - estimated completion date – 7/30/2017
- Office 2016 – 10% - estimated completion date – 8/31/2016

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- Purchasing Vendor Management System (SharePoint) - 17% complete – estimated completion date – 5/2/2017
- IVR Selectron Replacement - 2% complete – estimated completion date – 10/31/2016
- Accela 8.0 Upgrade – 10% complete – estimated completion date – 8/31/2016
- Office 365 Public Folder Migration – 54% - estimated completion date – 6/30/2016
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- COMPLETED PROJECTS–
- Network Assessment Completed – Information Technology completed a comprehensive network assessment with the help of an outside consultant to provide recommendation for the current configuration and future roadmap of the county network infrastructure.
- Public Web sites - Public web site development for Human Resources and 211 was completed in May and has been turned over to the PIO office for content migration and training.
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- IT positions being re-organized and filled – IT continues to fill vacancies and has made a selection on its final vacancy for a Computer Support Specialist. The new position will be starting June 15th.
- May Call Statistics:
- Request for Service Opened Last Month – (requests for new hardware or software products and features...etc.) = 293 +/- +34
- Request for Service Closed Last Month – (requests for new hardware or software products and features...etc.) = 287 +/- +43
- Incidents Opened Last Month – (hardware or software that is not functioning properly) = 496 +/- - 31
- Incidents Closed Last Month – (hardware or software that is not functioning properly) = 495 +/- -8
- Contacts received through Helpdesk – (This is comprised of phone calls, e-mails, web portal & Walk-in Traffic) = 843 +/- +123

Purchasing

- Quotes due and received:
 - 16-329 Printing & Delivery of Program Guides
 - 16-325 Motor Control Center Cabinets
 - 16-335 Artificial Reef Construction
 - Pre-bid meetings held:
 - 16-303 Sale of County Owned Properties
 - 16-333 Annual Road Grading – Don Pedro / Knights Island
 - 16-324 C.A.R.E. Facility Expansion
 - 16-341 Five Strand Environmental Fence – Burnt Store Road
 - 16-380 Resurface Courts at Various Locations
 - 16-179 Membrane Roofing System – Administration Building B
 - Bid Openings held:
 - 16-289 Alligator Creek Waterway Dredging
 - 16-251 Landscaping – Toledo Blade
 - 16-291 Landscaping – Midway Blvd
 - 16-208 Rotonda West Sidewalk Construction
 - 16-147 Elevator Modernization – Justice Center
 - 16-303 Sale of County Owned Properties
 - 16-294 Stormwater Control Structures – Lionheart Waterway
 - 16-292 Landscaping – US 41 Drainage Structures
 - Work Orders due and received:
 - 16-330 Hydraulic Water Model Technical Assistance & Maintenance
 - 16-339 Master Plan Update Sunrise Park
 - Pre-submittal meetings held:
 - 16-218 Sewer Master Plan Consultant
- Monthly Report, May 2016

- 16-322 Self Insured Vision Insurance
- Proposals due and received:
 - 16-295 Manasota Key 10 Year Management Plan
 - 16-152 Multi-Space Parking Meter System
 - 16-218 Sewer Master Plan Consultant
- Shortlist meetings held:
 - 16-196 Consultant – Asset Management (EAM/CMMS) Consultant
 - 16-295 Manasota Key 10 Year Management Plan
 - 16-152 Multi-Space Parking Meter System

Real Estate Services

- Habitat Conservation Plan – We have closed on the three parcels we were asked to acquire by Natural Resources for the County's Habitat Conservation Plan (HCP). We await further direction on acquiring additional parcels needed for the HCP.
- Piper Road North – Pursuant to an agreement with Primerica the County is awaiting the conveyance of 4 property interests by Primerica. The County will consider all legal options should the conveyance not occur.
- Customer Satisfaction – Our customer surveys continue to show that our Division maintains a high customer service rating.
- Release and Occupation of Easement Program – This program remains active with 160 applications received to date this fiscal year.
- Harbor Boulevard Improvements (Parkside) – The project will move forward once the County finalizes an agreement to obtain easements from Dr. Khalidi through his attorney.
- Murdock Village Inspections – We are continuing our monthly inspections and address any issues/items that need correcting.
- Stump Pass Dredging – We continue to assist Public Works staff as needed.
- Engineering, Administration, Community Services and Utilities – We continue to assist these departments and divisions in obtaining easements, title searches and researching land related issues for numerous capital projects.
- Burnt Store Road Phase II – We continue to assist Public Works Engineering staff with vetting information related to right of way costs and proposed roadway alignments. This information is being provided to the public for feedback.
- Mosquito Control Lease – We continue to assist Public Works staff by looking into the possibility of expanding the land leased for the Mosquito Control program. The helicopter site used for this program is located near Burnt Store Road and it may have to be relocated to another site if the current location is developed by the owner.
- Olean Boulevard – We continue to prepare preliminary right of way cost estimates for our Engineering staff based on several alternative roadway designs.
- Edgewater Phase II – Mediations to reach final settlement continue.
- Placida Widening - Work continues to acquire additional right of way.
- Sheriff's Lease at the Town Center Mall – We have the draft lease with the Town Center Mall to renew the Sheriff's lease at that location for another 3 years. The landlord has indicated that the rent will be reduced to zero for the 3 year term.
- Flamingo/Edgewater – We have acquired over 84% of the parcels needed for this project, all on a voluntary basis. This right of way acquisition program continues.
- Burnt Store Road Phase III – Mediation and settlement conferences continue.
- Gasparilla Road – Mediation and settlement conferences continue.
- Legal Research – We continue to assist staff in the County Attorney's Office in researching and reviewing historical records related to potential and/or ongoing lawsuits.
- East/West Spring Lake Sewer Project – We continue to assist our Utilities Department as this project moves forward.
- Water Main Project-Pirate Harbor – We are assisting our Utilities Department in obtaining utility easements for the expansion of water mains in the Pirate Harbor area.

- Elkcam Waterway Bridge Repair – We have obtained approval from the BCC to acquire four bridge maintenance easements required for the implementation of this project. We are in the process of obtaining appraisals to determine proper compensation.
- Paper and Electronic Records – We are working with our records specialist to determine the current and future disposition of our records.
- Midway Road Widening Project – The construction for this project will start shortly and we will address right of way related issues as they come up.
- Disposal of Surplus County owned Lots – We are working with Purchasing to obtain bids on sixty-six (66) surplus residential lots owned by the County. Bids will be opened later this month.
- Utilities Acquisition – We are assisting our Utilities Department with the acquisition of an easement for a sewer forced main that is located on private property outside of an easement area. A purchase contract was presented to the BCC for approval at their May 10th meeting. We are in the process of closing on this transaction.
- Charlotte Harbor Water Quality Initiative Phase II – We are assisting our Utilities Department on the acquisition of several parcels needed for the construction of lift stations and vacuum pump stations in various locations. A resolution authorizing acquisition of these parcels was approved by the BCC at their May 10th meeting.

Community Development

Item	Total FY15	May-15	May-16	FY15YTD	FY16 YTD
Single Family Permits Issued	824	62	78	483	649
Multi Family Permits Issued	9	0	0	2	6
Commercial Permits Issued	91	3	17	74	65
All Other Permits Issued	19254	1517	1776	12510	13572
Customers Served	24755	1944	2345	16011	17649
Inspections	60299	4691	6301	39932	47051
Permitting Revenue	\$3,566,544	\$277,041	\$370,521	\$2,354,481	\$2,689,809
Permitting Expenditure	\$2,441,620	\$242,589	\$212,494	\$1,571,814	\$2,169,040
Code Enforcement Revenue	\$1,090,865	\$57,428	\$64,030	\$637,351	\$517,629
Code Enforcement Expenditure	\$1,500,572	\$143,714	\$150,206	\$964,968	\$1,452,493
New Complaints Received	1218	66	50	450	553
Code Cases Initiated	3397	267	322	2280	2483
CEB Cases Heard	335	19	27	218	178
Citations Issued \$ Amount	\$93,000	\$11,000	\$23,000	\$57,000	\$87,000
New Contractor Licenses Issued	16	1	6	12	17
Contractor Licenses Revoked	8	0	1	5	5

- Babcock Ranch
- Babcock Overlay Zoning District Pattern Book #4 was submitted to the Community Development Department for review and approval.
- Little Gasparilla Island Community Plan
- No new updates at this time.
- Grove City Community Plan
- No new updates at this time.
- Revision of the Comprehensive Plan
- On January 26, 2016, the Board of County Commissioners (Board) adopted eight ordinances of revisions to the County's Comprehensive Plan (Part 1, Petition Number is PA-07-08-LS). On February 24, 2016, the Friends of Cape Haze, Inc. filed challenges to these ordinances with the Division of Administrative Hearings(DOAH). A settlement agreement was drafted in order to resolve this challenge and the Board approved the settlement agreement on April 26, 2016. The

Board will hold a single public hearing to adopt a text amendment pursuant to the settlement agreement on June 14, 2016. First roundtable meeting is scheduled on June 9, 2016 to solicit comments regarding the existing TDU-related policies and the TDU code.

- Revision of the Land Development Regulations
- During the implementation of the adopted Land Development Regulations (LDRs), staff noticed that there were some errors or codes that needed to be amended in order to be consistent with the Florida Building Codes. Therefore, staff has been working on some revisions to the LDRs. Sign Code roundtable meeting is scheduled on June 1, 2016.
- School Concurrency
- No new updates at this time.
- Planning and Zoning Board
- The following petition was heard by the Planning and Zoning Board on May 9, 2016:
- PP-16-03-02:
 - Maronda Homes, Inc. of Florida is requesting Preliminary Plat approval for a 21-lot residential subdivision to be named, Villa Milano Phase 3. The property is 4.35 acres, more or less, and is located east of Applegate Drive, west of Grammercy Street, south of Mille Fiore Boulevard, and north of Tivoll Avenue, in Section 15, Township 40S, Range 21E, in Commission District IV.
 - Community Development Department Recommendation: Approval
- Board of County Commissioners Land Use
- The following petitions were heard by the Board on May 9, 2016:
- PP-07-02-04:
 - PG Holdings, LLC is requesting a three-year extension to the Preliminary Plat approval for Burnt Store 80 Acres. The applicant was granted Preliminary Plat approval by the Board of County Commissioners on May 15, 2007, with four (4) conditions. A one-year extension was granted by the Planning and Zoning Board on July 13, 2009, a two-year extension was granted on August 9, 2010, a two-year extension was granted on July 9, 2012, and another two-year extension was granted on June 9, 2014. The subdivision, consisting of one hundred eight (108) single-family lots (a Planned Development) on 80.15 acres, more or less, is in Sections 29 and 32, Township 42, Range 23, located east of Burnt Store Road (off Harbor Side Boulevard), southeast of Harborside Woods Subdivision, and south of Punta Gorda Isles Section 16 Subdivision in Commission District II.
 - Community Development Department Recommendation: Approval
- SV-16-02-02:
 - Tiny and Patricia Van Tonder are requesting to vacate a portion of River Drive, a total of 0.11 acres, more or less, part of San Souci Subdivision Unit A, as recorded in Plat Book 1, Page 48, of the Public Records of Charlotte County, Florida. The targeted segment is located south of Livingston Drive, north and west of Shell Creek, and east of the CSX Railroad right-of-way, in Section 24, Township 40S, Range 23E, in Commission District I.
 - Community Development Department Recommendation: Approval
- SV-16-01-01:
 - Peter and Ebba Patrick are requesting to vacate all of Tarpon Court, a total of 0.23 acres, more or less, part of Forrest William Blake Estates Subdivision, as recorded in Plat Book 2, Page 38, of the Public Records of Charlotte County, Florida. The targeted right-of-way is located south of Lemon Bay Road, north of Virginia Avenue, east of Riverside Drive, and west of New Point Comfort Road, in Section 6, Township 41, Range 20, in Commission District III.
 - Community Development Department Recommendation: Approval
- PA-15-10-10-LS:
 - Pursuant to Section 163.3184(3), Florida Statutes, adopt a Large Scale Plan Amendment; this request is to amend the Potable Water and Sanitary Sewer (WSW) subelement of the Infrastructure Element to clarify County policy with regard to utility extensions through the Rural Service Area, the requirement to connect to existing or extended utility lines, and the expansion of the service areas of utility companies regulated by the Florida Public Service Commission, and to correct certain terminology; specifically, to amend WSW Policy 2.1.4:

Utility Extensions through the Urban Service Area, WSW Policy 3.1.1: Concurrency Utility Line Extensions, WSW Policy 3.1.2: Connection of Developed Property, WSW Policy 3.2.4: Certified Areas and the Urban Service Area, WSW Policy 3.3.1: New Platted Lots and On-site Septic Systems, WSW Policy 3.3.2: Community Utility Systems, WSW Policy 4.2.9: Recycled Water Systems, and WSW Policy 4.2.10: Appropriate Water Quality for Use; and to amend the title of WSW Policy 3.2.4 from Certified Areas and the Urban Service Area to Certified Utility Companies and the Urban Service Area, and the title of WSW Policy 4.2.9 from Recycled Water Systems to Reclaimed Water Systems; Petition No. PA-15-10-10-LS; Applicant: Charlotte County Board of County Commissioners; providing an effective date.

- Community Development Department Recommendation: Approval
- PA-16-02-01-LS:
 - Pursuant to Section 163.3184(3), Florida Statutes, transmit a Large Scale Plan Amendment to the Department of Economic Opportunity (DEO) and other State agencies for review and comment; this request is to amend Future Transportation Map Series Map #7: South County Sidewalks and Bikeways to add the Babcock Trail Alignment; Petition No. PA-16-02-01-LS; Applicant: Charlotte County Board of County Commissioners; providing an effective date.
 - Community Development Department Recommendation: Approval
- Parkside CRA
- Public forums to discuss the draft Parkside Revitalization and roundtable meetings to develop appropriate land development regulations to implement the revitalization plan were held to refine proposed LDRs for Parkside. The visual preference survey to further determine the public's preferences of various architectural features was completed on August 28, 2015. The results of that survey, along with conclusions drawn from it, were presented to the Team Parkside Executive Committee and at a Team Parkside Community meeting. The data collected from this survey is being used to prepare the proposed LDRs. Both the Revitalization Plan and the LDRs will be taken forward for adoption at the same time.
- Charlotte Harbor CRA
- The Charlotte Harbor Community Revitalization Plan was adopted on June 23, 2015. A draft of the LDRs has been finalized and is beginning the adoption process. A public forum to discuss the LDR revision and rezonings was held on May 11. The LDRs and rezonings are scheduled to be heard before the Planning and Zoning Board in August, and before the Board of County Commissioners in September and October.
- Murdock Village
- There is no action on Murdock Village.
- Manasota Key
- The committee met on May 4th and May 18th. The following project was presented to ARC.
- 1140 Shore View Drive – new duplex
 - Comments: recommend approval
- 2595 N. Beach Rd – boat lift
 - Comments: recommend approval
- 2700 N. Beach Rd – concrete repairs
 - Comments: recommend approval
- 135 Sand Dollar Ln – boat lift cover
 - Comments: recommend approval
- 1402. Beach Rd – dock pilings and repair
 - Comments: recommend approval
- On May 11, 2016, the Board of Zoning Appeals took the following actions regarding the variance, special exception or appeal applications listed below.
- Petition SE-16-005: Steven Golden and Josivina Vargas requested a special exception to allow a Major Home Occupation, consisting of spa for personal services, in the Residential Single-family-3.5 (RSF-3.5) zoning district, located at #790 Peace River Drive, in Harbor Heights. The Board of Zoning Appeals voted 5-0 to approve a special exception subject to three conditions.
- Site Plan Review
- Community Development received 8 petitions in May:

- Two for Preliminary review
- Two for Preliminary and Final review
- Two for Major Modifications
- Two for PD Concept plans

Community Services

• Administration

- Responded to 164 phone calls, 36 web mails, 3 citizen action requests, 5 incident reports, 2 accident reports
- Parking passes sold 25 (mail and phone)
- Supported 2 Advisory Boards, Safety Committee
- Promotional and Marketing Activities
 - ½ page ad in the Parrot Magazine promoting activities
 - Facebook Page Current reach – 1,136 Page Likes
 - iHeart Media commercials – Moonlight Movies, Fan Bricks, April Pools Day
- Seasonal Concessions
 - Englewood Beach
 - Hot Dog Cart – Yank's Franks
 - Yoga – Loving Light Healing Center
 - Beach Chairs/Umbrellas/Scooter Rental – Englewood Florida Scooters
 - Yes Man – fresh fruit drinks
- Parks and Natural Resources provided tables and chairs for the Sunday Fun Day at the Promenades at Parkside. Recreation provided bowling and other activities for the kids' zone. The event was a public / private partnership to showcase the new ownership of the Promenades Mall and their commitment to the community and Parkside.

• Charlotte Sports Park

- The Charlotte Sports Park hosted 11 home games for the Charlotte Stone Crabs on the following dates with a total attendance of 11,824.

Saturday	4/9/2016	2741	Home Opener
Sunday	4/10/2016	370	
Friday	4/15/2016	1312	
Saturday	4/16/2016	813	Fireworks
Sunday	4/17/2016	367	
Monday	4/18/2016	727	
Tuesday	4/26/2016	399	
Wednesday	4/27/2016	989	
Thursday	4/28/2016	672	
Friday	4/29/2016	1477	
Saturday	4/30/2016	1957	Fireworks

• Recreation

- The four Charlotte County Recreation Centers, two Charlotte County Skate Parks and three Charlotte County Pools were open a combined 2,175 hours and served over 12,100 patrons (paid and nonpaid). There were Fitness, Instructional, Youth Leagues and Arts & dance programs held at each facility. Registration for classes and leagues totaled 1,045 with 3,452 touches combined. Recreation facilities were rented 19 times achieving a rental attendance total of 873 people.

• Athletics

- The total number of local athletic facility users (not including gymnasium use) for the month of April 2016 was approximately 3,540 and facilities were booked 2,947 hours. Activities included Adult Cricket, Adult Baseball, Adult Soccer, Adult Softball, Youth Tackle Football, Youth Flag Football, Youth Soccer, Youth Baseball, Youth Softball, Youth Hockey, Youth Lacrosse, and Equestrian events.
- Pro-style Baseball Tournament at North Charlotte Regional Park on April 16th and 17th.

- Florida Storm Basketball Tournament at Harold Avenue Recreation Center on April 14th and 17th
- Extension Services
 - Administration:
 - Meetings/Reporting/Training/Governance:
 - CED Meeting – 1pm – April 25th
 - Charlotte Soil and Water Conservation District – April 11th – 9 am
 - County Strategic Plan Meeting - Extension Version – 10:30 am to 12 noon - April 6th
 - Government Academy – April 13th – MCRL – 2:30 to 5 pm
 - SC Horticulture Green Team - Gulf Coast REC – 9 am to 3 pm – April 15th
 - Website Hits: Website: 3,218 page views
 - Facebook® Page - Charlotte County Extension data: Facebook: 1,530
 - Likes: Our Blog had 1,128 views. (Mitchell, Schumaker)
 - Sea Grant:
 - Publications:
 - Staugler, E.A. 2016. "The mysterious cow nose ray". Waterline Magazine, Charlotte Sun Herald, April 14, 2016, pg. 8.
 - Staugler, E.A. 2016. "Green Algae Growing". Waterlife Magazine. April 2016, pg. 14.
 - PowerPoint:
 - Staugler, E.A. 2016. "Charlotte Harbor Fisheries Forum", 31 slides. Presentation for MAC
 - Peirce, A., and E.A. Staugler. 2016. "Marine Fisheries Rule Updates", 26 slides. Presentation for Marine Fisheries Regulations & Management Workshop
 - Staugler, E.A. 2016. "Commercial Fishing in SWFL", 25 slides. Presentation for Marine Fisheries Regulations & Management Workshop
 - Website:
 - Apr - "Charlotte Harbor Fisheries Forum" Facebook page – now has 852 likes, our peak views range from 800 on Mondays to 813 on Sundays and Wednesdays with peak viewing times between 8am and 9pm
 - Marine Scene Plus (Regional Blog) <http://flseagrant.ifas.ufl.edu/newsletter/>
 - 4/25 - Small tooth sawfish research in Southwest Florida
 - 4/15 - Its cow nose ray mating season again!
 - 4/2 - Green Algae on the Rocks
 - Field Work:
 - 4/19 - Small tooth sawfish directed monitoring with FWC
 - Outreach Programs:
 - 4/1, 4/15, 4/22 – FMNP Upland Systems class at Environmental Campus. 17 students completed course. Pre/post test results indicate students increased their knowledge about upland systems by 38% over the 6 week course.
 - 4/5 - Sea Grant Marine Fisheries Regulations and Management Workshop for working professionals. Hosted and presented at workshop which was attended by 28 individuals from law enforcement, county/city government, marine research, regional management agencies, and others. Based on end of workshop evaluation, 100% of workshop participants felt the workshop was a good use of their time, 100% indicated the workshop improved their ability to educate anglers about fishing regulations, and 91% plan to use the information they learned during the workshop in their job.
 - Site & Office Visits:
 - Fishin Franks – site visit
 - Jeff Devine - WCIND
 - Josh Olive - Waterline Magazine
 - University Governance:
 - Compiled contact information for University customer satisfaction survey
 - County Governance:
 - Participated in filming for VCB on Charlotte Harbor mangroves, highlighting their role in ecotourism
 - Meetings:

Monthly Report, May 2016

- 4/6 - County Strategic Plan Meeting - Extension Version
- 4/6 - Florida Sea Grant Extension annual meeting agenda planning conference call
- 4/7 - Meeting with Matt Logan and Michael Poff to discuss Charlotte Harbor Fisheries Forum projects
- 4/12 - SWFL Shellfish Association quarterly meeting
- 4/12 - Meeting with Donna Ball, Don Ball School of Fishing
- 4/14 - Attended and presented at MAC - Charlotte Harbor Fisheries Forum as information only
- 4/26 - Attended Charlotte Harbor Aquatic Preserves public meeting
- 4/28 - Participated on Charlotte Harbor Aquatic Preserves advisory panel for draft management plan update
- Trainings:
- 4/20 - Took 4 required UF trainings related to making, reconciling, and approving purchases using a UF P-Card.
- Other:
- Considerable time spent planning upcoming Florida Sea Grant Fisheries Work Action Group meeting in May (Staugler)
- 4-H Youth Development:
- *Youth Nutrition - Preparing Salsa*
- Over one-hundred third grade students at Sallie Jones Elementary learned how to properly wash, cut, and prepare salsa using all natural ingredients on April 12-13th.
- *Five Outdoor Adventure Club*
- Five Outdoor Adventure Club Members participated in a practice archery match in Desoto County on April 14th. Alex Gregory, Ellie Gregory, Austin Jordan, Andrew Jordan, and Jack Stacey experienced what a competitive archery match would be like alongside the Desoto County 4-H Archery Club.
- *The Four Paws and a Tail 4-H Club*
- The Four Paws and a Tail 4-H Club members competed at the Tampa State Dog Show on April 16th.
- *Four Manes N' Reins Horse Club*
- Four Manes N' Reins Horse Club members competed at the Area F Horse Show on April 8-10th. Natalie Jen, Christopher Jen, Lara Shelatz and Jada Sawhney competed at the regional show held in Palm Beach County. Lara and Jada will move on to compete in the State 4-H Horse show later this summer in Tampa.
- *Earth Day Celebration*
- Over one-hundred elementary aged students at Vineland Elementary learned about different bird breeds, diets, sounds, and speeds at their Earth Day Celebration on April 22nd.
- *2016 Ag-Literacy*
- Over forty third grade students at Peace River Elementary and over one-hundred third grade students at East Elementary were educated on vegetables grown right here in Florida. The 2016 Ag-Literacy release made by the Florida Department of Agriculture and Consumer Services will be read to students all over the state of Florida during the months of April and May.
- *Sallie Jones Elementary*
- Over one-hundred third grade students at Sallie Jones Elementary learned how to properly thread and knot a needle. The students made tissue felt bags for Mother's Day using a blanket stitch and finished off with a button for decoration.
- *District Communications Events*
- Two Charlotte County 4-H members participated in the District Communications Events taken place in Collier County on April 30th. Austin Jordan presented a speech and Alex Gregory presented an illustrated talk. Both members will move on to compete at the state level at 4-H University in July of this year. (Phillippe, Cardwell)
- Horticulture:
- Programming:
- 2016 MG Training Class – 9:30 am – 12:30 pm - April 1st – “Why Landscapes Fail” – Donna Worthley

- 2016 MG Training Class – 9:30 am – 12:30 pm - April 4th – “Palms” – Donna Worthley
- 2016 MG Training Class – 9:30 am – 12:30 pm - April 7th – “Florida Friendly Landscaping” – Tom Becker
- 2016 MG Training Class – 9:30 am – 12:30 pm - April 11th – “Vegetables I” - Gene McAvoy, Multi-County Vegetable Agent
- 2016 MG Training Class – 9:30 am – 12:30 pm - April 14th – “Termites & Ants” – Ralph Mitchell
- 2016 MG Training Class – 9:30 am – 12:30 pm - April 18th – “Vegetables II” - Gene McAvoy, Multi-County Vegetable Agent
- 2016 MG Training Class – 9:30 am – 12:30 pm - April 21st – “Basic Entomology & IPM” – Dr. Doug Caldwell, Collier County Extension
- 2016 MG Training Class – 9:30 am – 12:30 pm - April 26th – “Nematology” – Dr. Billy Crow, UF/IFAS
- 2016 MG Training Class – 9:30 am – 12:30 pm - April 29th – “Tropical Fruits” – Dr. Jonathan Crane, Tropical Research and Education Center
- Special Outreach:
- Master Gardener Radio Show – April 26th – 10 am – Tom Becker, Lynn Buth and Nancy Palmer
- Home and Garden Show – Event Center – April 23rd and 24th – MG Display on Tree Planting
- Invertebrates - Uplands class – FMNP – 10 am – April 8th – Ralph Mitchell
- Arbor Day – April 29th to April 30th – Tree planting demo, free tree giveaway, plant vendors and “Tropical Fruits” by Dr. Jonathan Crane, Tropical Research and Education Center - estimated 250 total in attendance
- LIMITED COMMERCIAL LANDSCAPE MAINTENANCE PESTICIDE LICENSE Training – 8 am to 4 pm – April 27th – 19 in attendance
- Gallery Walk – April 21st – Punta Gorda – 5 pm – Master Gardener Tent
- Commercial Nematology Workshop – 1:30 – 3:30 pm - April 26th – Dr. Billy Crow, UF/IFAS – 9 in attendance
- GI –BMP Training– April 19th – 8 am to 3 pm – 6 in attendance
- Meetings
- Meeting with Lacy and Damaris – Garden Program – April 25th – 10 am – Extension Office Stewardship,
- Florida-Friendly Landscaping™ Program
- Summary: The Florida-Friendly Landscaping™ assistant provided solutions to homeowners on plant care and pest control. Total clientele contacts in the month of April... 619 including 10 teaching events attended by 287, 85 telephone consultations, 105 office visits, 15 field visits and 127 email consultations.
- Who Benefited? Homeowner organizations like Homeowners Association members benefited from interaction with the FFL™ assistant during April. This included members of: the Peace River Botanical Garden Project, Oak Water Cove HOA, Maria Manor HOA, Heritage Oak HOA, River Wood Audubon Chapter and HOA, Loveland Court HOA, Colony Point HOA, Englewood Men's Garden Club, Fiddler's Green Outback HOA, History Park Community Gardeners, Keep Charlotte Beautiful, Team Punta Gorda, Charlotte County Master Gardeners and two homeowners requesting yard recognition visits.
- May issue, Harbor Style feature writer and Master Gardener, Nancy Palmer describes to homeowners 'How to' grow caladiums successfully and featured landscape demonstration and classes offered this coming summer at Extension.
- Community Gardening Updates: Orientation training workshops are planned for the newly opened History Park Community Gardens.
- Exotic Invasive Plant Display: A new teaching tool, Riker mounts were prepared showing several Charlotte County prohibited invasive plants.
- FFL™ Training for Master Gardeners: The assistant administered a pre- and post-test to determine Master Gardener trainees understanding of the FFL™ concepts and applying Florida-Friendly landscaping™ practices. 14 Master Gardener trainees were tested. Pre-test scores averaged 76% and when re-tested later that same day averaged 92%. The greatest gain in

knowledge and understanding were in three areas: (1) selecting plants specific for their location, (2) properly applying fertilizer and (3) maintaining their landscapes in order to reduce stormwater runoff. As a tool for further applied learning, all the participants took a yard tour showing minimal environmental impacts to a canal nearby along Charlotte Harbor Preserve State Park. One individual said, "This training was exactly what I needed to move forward with installing my own Florida yard."

- Charlotte Counties' FFL program provided outreach to dozens of HOAs each winter and spring. One large community in Charlotte County, River Wood, with 1,300 residents have been working with the assistant to improve water quality in two ways: 1) reducing shoreline erosion along lake edges and 2) reviewing all the constructed landscape plant areas using 'Right Plant, Right Place' solutions in each of their sub-divisions over the next 5 years.
- Charlotte Sun Newspaper Articles:
- Potential Readership:
- Charlotte Sun Herald – Average Circulation - 30,100
- Newspaper Article for April 4th – "The little sunflower that could – the beach sunflower"
- Newspaper Article for April 11th – "Poor man's rope has rich yellow flowers"
- Newspaper Article for April 18th – "Grow your own peanuts"
- Newspaper Article for April 25th – "Blooming in a neighborhood near you!" (Mitchell, Bates, Becker)

- Parks

- Installed a new canoe launch sign at recently completed Bayshore launch area
- Installed a new park entry at Harbour Heights
- Replaced concrete storm water flume at parking lot - retention area at Cape Haze Trailhead
- Removed a large dead pine tree, including stump, that was a safety hazard at Bissett Park
- All light bulbs replaced in rest rooms at Cedar Point
- Approximately 80 new picnic tables replaced old tables at various park locations
- Spring Lake boat ramp piers - closed ½ of pier due to unsafe conditions
- Installed memorial bench for Bud Pearce near P.C.B. boat ramp
- Cleared all rooms and closets in support of new epoxy floor installation at Bayshore Live oak park restroom building
- Installed two new redesigned park rules signs at Lake Betty Park, in Parkside CRA
- Supported Sunday Fun Day at Promenades Mall, Parkside
- Supported South County Regional Park April Pool's Day
- Transported and stored 4 granite slabs of Sponsors of Kidspace playground creation-kiosk structure was degrading
- Filled and graded entry to Placida Overflow Parking Lot
- Inspected Cape Haze Pioneer Trail in preparation for the bicycle race on Thursday, April 14th

- Natural Resources

- This week staff continued surveys of Scrub Jays on county property. The Amberjack Environmental Park was surveyed with some help from volunteer Glen Mclean. While no Scrub Jays were sighted this year many other bird species were identified and documented. These annual surveys are part of the grant award monitoring as well as HCP agreement.
- In addition to listed species surveys staff continued the work on the updated trail system. Many of the county properties do not have established trail maps and others have established trail maps but need to be updated. This project is an effort to streamline the trail system and minimize some confusion for our guests.
- Staff also worked an employee appreciation event at Icehouse Brewery. This event was organized by the employee appreciation committee and by all reports a huge success.
- The environmental fencing proposed to be installed at Englewood Beach was approved by the Manasota Key Advisory Board and all Gopher Tortoise burrows within 25 feet of the fence have been identified, flagged and GPS by Natural Resources staff. We are currently waiting on the fence permit to be issued by the Building Construction Services Department. Natural Resources staff will be present on site to ensure that no tortoise burrows will be disturbed during the placement of the fence.

- The Piper Road expansion Gopher Tortoise survey was completed by Natural Resources staff. A total of 17 potentially occupied burrows were identified although preliminary plans indicate not all 17 will need to be relocated as they are over 25 feet away from the disturbance area. Staff will update the tortoise survey and apply for a relocation permit through the Florida Fish and Wildlife Conservation Commission (FWC) once the date to commence construction has been identified by the Public Works Department.
- Natural Resources staff presented an overview of the county-wide Scrub Jay Habitat Conservation Plan (HCP) at the Board of Realtors meeting. Overall the presentation was well received and everyone was thankful for the information provided.
- A new informational brochure about sea turtles and their protection was created by Natural Resources coastal staff to be distributed to the public as needed.
- Charlotte County hosted the annual Florida Fish and Wildlife Conservation Commission Sea Turtle Monitors training workshop on April 13th from 1-5 p.m. Approximately 250 people were in attendance of which included various SW Florida county government entities, Florida Fish and Wildlife Conservation Commission, Florida Department of Environmental Protection (FDEP), and various SW Florida sea turtle and shorebird monitoring groups.
- Met with Bob Markuson on Tues. regarding mechanical reduction at Tippecanoe to explain desired goals for the project.
- Follow up with USCG to obtain permit for Blue Ways Trail project.
- Exotic treatment on managed properties.
- Prepare/conduct prescribed burn on managed property if weather conditions permit.
- Staff training was the focus with the recently vacated environmental specialist position being filled by Kevin Howard. In the course of that training staff conducted exotic treatments on Tippecanoe I totaling approximately 5 acres. Among the exotic species treated are cogon grass, guinea grass and others. Site visits included Amberjack Environmental Park, Peace River Preserve and Charlotte Flatwoods.
- Staff collaborated with CCSO in an ongoing investigation of illegal activity in one of our Environmental Parks. The safety of our customers is paramount and as stewards of Charlotte County lands we endeavor to provide a safe and enjoyable experience to the citizens of our community. To that end staff have developed a good working relationship with law enforcement and will continue to cooperate with the effort of public safety.
- One derelict boat was removed on Monday 04/08/16, and a second is in the process of being removed.
- Natural Resources staff has started gearing up for sea turtle nesting season which officially starts May 1st. One of the many educational materials we distribute every year includes sending postcards to all beachfront property owners as a friendly reminder to be aware of the upcoming nesting season.
- Staff participated in the annual Vineland Elementary Earth Day celebration. In what has become an annual event staff utilized our special Gopher Tortoise camera to raise awareness regarding the Gopher Tortoise and environmental protection. Staff conducted several educational sessions with approximately 80 students total. Students were excited to see the tortoise in the burrow and full of questions regarding the tortoise. These opportunities are enjoyed by staff almost as much as the children as this is an opportunity to raise awareness among tomorrow's future leaders.
- Staff members, Kevin Howard and Matt Bondi, submitted applications to become full Gopher Tortoise agents as a portion of their continuing education. As agents staff will benefit the county as qualified professionals certified to conduct Gopher Tortoise surveys and eventually, when necessary, relocations in proposed development areas.
- Staff also managed to treat approximately 20 acres of exotic flora species, mainly cogon grass. The treatment and control of exotic species within our native landscape is a necessary component of land management and resource protection. Many of our native wildlife species rely on native plants for food and as exotic flora outcompete our natives the food source is decreased and often the exotic plants provide little or no food value in place of the native species.
- 10 new and exciting obstacles have been purchased for the Annual Tippecanoe Mud Run!

- Wilsons and Snowy Plovers were observed in the beginning stages of courting on Gasparilla Island North (Boca Grande).
- Sea Turtle nesting season officially starts May 1st.

Facilities, Construction and Management

- Cape Haze Pioneer Trail Connector: Restroom was installed with the trail construction work beginning.
- CARE Facility Expansion: Bid is scheduled for BCC approval on June 28th. The construction is expected to start in late August.
- Fire Training Facility: All documentation was submitted to the building department for review. If approved, the Certificate of Occupancy is forecasted issuance early June.
- Bay Heights Boat Ramp: The contractor completed dredging the basin. The sheet piles along north property line are installed but needing the cap installed. The pre-engineered restroom was ordered.
- Airport Annex Master Plan: The consultants provided site layout at progress meeting on May 24th. Comments and minor changes were suggested allowing consultant to finalize plan.
- CCSO Firing Range: The master plan is near completed with review by BCC before beginning firing range design.
- Justice Center Expansion: The design team is in the information gathering stage. Programming interview workshops are in progress. Another set of meetings is scheduled for June 6 – 8.
- ADA Various Improvements: Final design and construction documents and permitting for the Group III improvements are underway. Schedule for construction bidding is tentative for early July. No changes.
- Harbor Heights Drainage Remediation: Construction scheduled to begin early June.
- Harbour Heights Boat Ramp: The SWFWMD permit application was submitted and approved. The Army Corps of Engineers permit application was submitted. No changes since the ACOE permit has not been approved.
- El Jobean Fishing Pier: Final construction documents are being completed for some new pilings and re-decking with pressure treated wood for temporary repairs.
- Murdock Service Area and VIP Parking Area: Contractor has applied for building permits.
- Bayshore Live Oak Park Shoreline Restoration: Preliminary plans have been reviewed with permitting agencies. Final plans reflecting agency and staff comments were submitted to agencies. Corps RAI was received and a response submitted. Final Corps review underway. No changes.
- Sales Tax Project – CCSO District 1 Offices: The contractor completed the guaranteed maximum price and awaiting the county approval.
- Sales Tax Project – Jail Infirmary: The consultant completed the 50% design development plans. The project team is scheduled for plans review meeting on June 9th.
- Sales Tax Project – Veterans Memorial Park: Plans are complete and ready for building permit application and CM costing.
- Sales Tax Project – South County Library and Archive: Design development is currently in progress. A third public workshop is scheduled for August 2 at 4 p.m. at the Charlotte Harbor Event & Conference Center. This meeting will include a presentation of the design development, including display of site plans, floor plans, exterior images, and exterior and interior renderings.
- Sales Tax Project – Family Services Center Renovations: Board approved the purchase of the adjacent church property. Awaiting further direction for future use of this space.
- Sales Tax Project – Ann Dever Regional Park New Recreation Center: Surveying and civil design work has begun. Project is to be designed simultaneously with NCRP recreation center.
- Sales Tax Project – NCRP New Recreation Center: See Ann Dever shown above.
- Sales Tax Project – West County Annex Replacement: The design proposal was accepted with contract finalized. Architect started programming phase of the design.

- Sales Tax Project – McGuire Park: Sixty percent construction plans review expected to be complete early June.
- Sales Tax Project – Recreation Centers Renovations: CM at Risk request for proposal is being processed by purchasing. Schematic design review expected for early June.

Human Resources

- Employee & Labor Relations
 - Extended employment opportunities to 41 candidates
 - Attended Tri-County SHRM Event
 - Participated in Web Code of Ethics Training
 - Recruitment related activities and hiring processes
 - Assisted Public Safety with Firefighter/EMT and Firemedic Interviews
 - Continued discussions with Timekeeping Software Program
 - Served on Interview Panels
 - Attended Strategic Planning Workshop
 - Employee related issues and investigations
 - Discipline related conversations and activities
 - Monitor the community service program with Courts System
 - FMLA Processing & Reporting
 - Tasks associated with Employee of the Month
 - Legal Discussions
 - Miscellaneous advisement/investigations/coaching/development conversations
- Benefits Related
 - Facilitated Orientations
 - Process Tuition Reimbursement Requests
 - Prepare orientation booklets
 - Provide Customer Service to employees
 - Produce Service Awards and letters to employees
 - Self- service assistance regarding on-line applications & Eden self-service system
- Learning & Organizational Development
 - Halogen assistance for employees and Management
 - Generated monthly service awards
 - Miscellaneous coaching/development conversations
 - Professional Development to include webinar, reviewing industry journals, etc.
 - Held training titled “Communicating with Impact-How to Be Taken Seriously”

Human Services

- Terry Keene, Assistant Veterans Service Officer was elected as the South Area Vice President for the County Veterans Service Officer Association (CVSOA). Terry will serve a two year term representing Broward, Charlotte, Collier, Miami Dade, Glades, Hendry, Lee, Martin, Monroe, Palm Beach, and Sarasota country service officer on the CVSOA Executive Board.
- Family Services Division Manager met with Health Department nurses to discuss linking clients from the Growing Strong Families Program with the Family Self-Sufficiency Program. Both programs focus on different aspects of the continuum of care and fit well into the wraparound case management model.
- Charlotte County is expected to receive \$1,067,904 for the 2016-2017 SHIP Fiscal Year which begins July 1, 2016. This includes \$112,877 to be spent in the City limits. 20% for special needs and an optional allowance for up to 25% for rent subsidies and eviction prevention. The base requirements remain the same. i.e., 75% for construction and 65% for home owner programs.

- Senior Services staff co-hosted Communities for a Lifetime's (CFL) 3rd Annual Tech Boot Camp at St. Charles Borromeo Catholic School. Approximately 30 attendees were paired with 5th graders to learn how to use technology i.e. cell phones, tablets, readers, and laptop computers. CFL plans to continue to sponsor this annually for interested seniors in our community.
- Department staff co-hosted and participated in the second Harry Chapin Mobile Food Pantry Distribution at the Family Services Center. Over 180 families received fresh, nutritious food in two hours. A licensed navigator for the Affordable Care Act was also on hand to help people waiting in the line for the food distribution secure health care coverage through the Health Care Marketplace or provide assistance with Medicare premiums and prescription drug coverage.
- Deedra Dowling, Case Manager Supervisor for the Senior Services Division was recognized by the Our Charlotte Elder Affairs Network (O.C.E.A.N) at its annual Sunflower Luncheon on May 25, 2016 as OCEAN's Member of the Year for 2016. This prestigious award was given to Deedra by her community colleagues for her almost 30 years of dedicated work in improving the lives of Charlotte County seniors. Over the many years of service, Deedra has made an impact on the lives of hundreds of frail and disabled seniors and their families. Nominated by her staff and wholeheartedly endorsed by her Director, Victoria Carpenter, Deedra embodies the true spirit of customer service and going above and beyond to meet the needs of her clientele. In addition to her plaque, Deedra was given \$2,000 by O.C.E.A.N. True to her nature, Deedra has donated this money to meeting the home care needs of the seniors who are on a waiting list for services. Congratulations & way to go, Deedra!!
- Per the requirements of the Older American's Act, senior services clients have been provided an opportunity to donate toward the cost of their in-home care. Monies collected are used to increase existing services to clients. A total of 57 letters were mailed. Letters will be sent 3x per year and collections will be tracked and reported.
- Designated staff attended EOC training and the Department's Emergency Management Procedures Manual was updated for the start of Hurricane Season.
- Veteran Services Officers attended their annual recertification training program through the VA. All passed with flying colors. Congrats to Larry, Dave & Terry.
- Veteran Services is exploring new IT options which will assist in collecting reliable demographic and client tracking capacities. Veteran Services also compiled their customer survey results from April.
- Staff received and responded to the Department of Economic Opportunity's (DEO) site visit monitoring report for the Low Income Home Energy Assistance (LIHEAP) and Community Services Block Grant (CSBG) programs. There were no substantive findings. DEO requested new policy which delineates differences between State and County Class C meal reimbursements. New Department/Fiscal policy now in effect.
- The Department completed its annual accomplishments report for 2015-2016 which focused on real people, real stories and real investment...changing the lives of our neighbors and supporting our community. Department leadership staff also participated in the second KPMG workshop and developed its short term initiatives which will support the Department's and BCC's long range goals/focus areas. Final goals development with outcome measures will continue over the summer/fall.
- 2-1-1 was profiled on CCTV 20. YouTube video provides a good representation of 211 services in our community.
- Human Services Department submitted its proposal to the Homeless Coalition to continue to provide the DCF-funded Homeless Prevention program through the Emergency Solutions Grant (ESG). New legislative process this year has the lead homeless agency in each community allocate funds to the subrecipient providers. The Lead Agency (Homeless Coalition) in Charlotte County will be the grant recipient with the Florida Department of Children and Families (DCF).
- Thaddeus Boston was promoted to case manager in the Family Services Division. Thaddeus will provide case management services to families needing support and will maintain his contacts and partnerships for youth at risk in the Civil Citation Program. Congratulations Thaddeus.
- Department held its 2nd quarter employee training and development meeting. Topics included: Safety and Security; Knowledge Base application; Records retention; upcoming performance

evaluations and new department vision statement: *To create a healthy and self-sufficient community*. The day concluded with a staff appreciation event.

- 211 Supervisor, Dr. Faezeh Andrews, participated in and provided a presentation at the mental health walk to raise awareness about mental illness and to provide available community resources.
- Department staff also attended the first Criminal Justice and Behavioral Health Summit in Charlotte County which brought together a panel of experts to discuss challenges and potential solutions to addressing the mental health needs in our community.
- The BCC approved the conversion of a PT to FT housing program specialist to assist with SHIP customers and with the increased State and Federal housing requirements. Position is expected to be filled in late June. Current housing staff also attended a workshop on expected future program monitoring requirements offered by the Florida Housing Finance Corporation.
- Family Services staff met with Drug Free Charlotte to discuss a new prevention plan that would allow for a higher level of education and intervention. The Life Skills Program is evidence-based and covers a broad range of topics including risk-taking and making good choices.
- 211 staff worked with IT and PIO to migrate the old 211 website to the County's enhanced website design.
- 211 participated in the Summer Food Programs project by updating sites in CIS for client referrals by zip codes.
- Terry Keene worked with a 92 year old WWII Pearl Harbor survivor to secure proof of service and referral to Rotonda Elks who are paying for a trip to Hawaii to commemorate the 75th anniversary of the attack on Pearl Harbor this year. His son will accompany him as his caregiver.
- Memorial Day observed. A heartfelt thank you to all the men and women who made the ultimate sacrifice to preserve our Nation's freedom.

Public Safety

- No information to include.

Public Works

- Engineering Division Construction Projects (may affect vehicular/boater/pedestrian traffic patterns)
 - 2016 County Paving Program - The purpose of this project is to resurface Charlotte County roadways in the following districts:
 - Greater Port Charlotte
 - Deep Creek
 - North West Port Charlotte
 - Punta Gorda Non-Urban
 - Peace River Shores
 - Rotonda Heights
 - Road & Bridge
 - Paving Maps depicting the roadways to be paved within each district are available on the Project Status Updates website. Construction Contract: Ajax Paving, Construction Schedule: 05/09/2016 – Fall 2017
 - Base repairs began in Deep Creek on Monday, May 9. Paving was scheduled to begin on May 22, but was re-scheduled to begin the week of May 30.
 - Buena Vista Grassy Point Waterway Maintenance Dredging - Maintenance dredging provides continued safe navigation for citizens who utilize the waterways. This project provides for engineering, design and permitting to dredge the lateral channels and 500 feet into the interior canals to determine the amount of material needed to be removed to restore safe navigation. Construction Contract: Marine Contracting Group, Construction Schedule: 5/10/2016 – October 2016 (150 day contract)
 - Marine Contracting Group is evaluating existing conditions and gathering data for permit application.

- Charlotte Harbor Gateway Harbor Walk, Phase 1 – This project is to design and construct pedestrian and boater access to Charlotte Harbor. Phase 1 includes replacement of the seawall, construction of a restroom facility, small boat launch, parking area, and pedestrian promenade located at the foot of the north-bound US 41 Bridge. Once completed, new amenities will enhance the public's waterfront experience. The project area is closed to the public during construction.
- The County is utilizing Florida Department of Transportation (FDOT) Local Agency Program (LAP) Funds to construct this project. Notice to Proceed was issued by FDOT on 12/11/2014. This project includes Construction, Engineering and Inspection (CEI) services to ensure compliance with federal rules and requirements. The Board of County Commissioners approved the CEI contract with CDM Smith on 11/12/2014. Construction Contract: Quality Enterprises, Construction Schedule: 5/18/2015 – 5/16/2016.
- The contractor completed the sun shade structures.
- The restroom facility has been fabricated and has been delivered to the site.
- Installation of pavers is complete.
- Decorative lighting has been placed but is not energized at this time.
- A rendering of the finished project is available on the [Project Status Updates](#) website.
- CR 771 (Gasparilla Road) Widening – The purpose of this project is to widen CR 771 (Gasparilla Road) to a four-lane divided roadway, from SR 776 to the vicinity of Rotonda Boulevard East. The project includes the installation of sidewalks and bicycle facilities. This 790 calendar day project is funded by the 2009 Sales Tax, Road Impact Fees, Gasoline Tax and a State Grant. Construction Contract: Construction Manager at Risk, Halfacre Construction, Woodruff and Sons, Inc. will be performing on-site construction, Construction Schedule: 7/7/2014 – 10/1/2016.
- New traffic signals have been installed at the intersection of SR 776 and CR 771.
- Crews are building multiple roadway sections at Marathon Boulevard and areas north and south of the Bridge. Concrete crews are installing sidewalks and curbing in multiple sections of the project.
- Work continues on the approach slabs and traffic barrier wall.
- *PORT CHARLOTTE, Fla. (May 25, 2016) – Installation of new traffic signals will begin at the intersection of SR 776 and CR 771 on Thursday, May 26. This work will be conducted over several nights, from 8 p.m. - 4 a.m., intermittently over the next 7 days. Travelers may experience delays as temporary lane closures will be necessary at times. Traffic control devices will be in place and State Troopers will be onsite when necessary.*
- *PORT CHARLOTTE, Fla. (June 3, 2016) - The intersection of Marathon Boulevard West at CR 771 (Gasparilla Road) will be closed Monday, June 6 for approximately 3 weeks. This road closure is necessary to reconstruct the intersection of Marathon Boulevard West. Traffic is detoured via Sawyer Circle; variable message boards and traffic control devices are in place to assist travelers through the construction area.*
- Edgewater Drive Widening Phase 2 (EP2) – This project will widen Edgewater Drive, between Harbor Boulevard and Midway Boulevard, to a four-lane arterial roadway designed to better serve the central portion of the County and accommodate anticipated traffic growth. The project will include replacing three bridges (West Spring Lake Waterway, East Spring Lake Waterway, and Sunrise Waterway) and improve five intersections, four of which will be roundabouts. Improvements include a raised median, curb and gutter, sidewalks/bike lanes, and landscaping.
- This project includes Construction, Engineering and Inspection (CEI) services to ensure compliance with federal rules and requirements. The Board of County Commissioners approved the CEI contract with Southwest Engineering & Design on November 12, 2014. Construction Contract: Owen-Ames-Kimball, Construction schedule: 1/5/2015 – 4/24/2017
- *PORT CHARLOTTE, Fla. (June 1, 2016) – The Port Charlotte Boulevard and Edgewater Drive intersection closure has been extended through 4 p.m. Friday, July 1. Port Charlotte Boulevard will be closed to through traffic between Chelsea Court and Edgewater Drive. Access to Edgewater Drive and Sunrise Park will be via Chelsea Court. Visit www.GoEP2.com for a [detour map](#).*

- *PORT CHARLOTTE, Fla. (May 19, 2016) – The eastern portion of the Spring Lake Park boat ramp parking lot will be temporarily closed from Monday, May 23 to Friday, July 1 as Edgewater Drive Phase 2 Improvements continue. The Spring Lake Park boat ramp will remain open throughout the construction. The sidewalk east of the parking lot will be closed during construction, but will be reopened for weekends. Traffic signs and flaggers will be on-site as needed to direct traffic. Motorists are asked to use caution and obey signage.*
- Excerpts from www.GoEP2.com
- Midway to West Spring Lake Bridge:
- Storm sewer semi-final inspection is in progress. Lighting conduit and foundations are complete. Yard drains are complete.
- Curb, driveways and paving (except wearing surface) are complete on the north side roadway from Midway Blvd. to the West Spring Lake Bridge, and from Sheeley Street to West Spring Lake Bridge, including Lakeview Blvd. and the new roundabout. Sidewalk is nearly complete from Midway Blvd. to West Spring Lake Bridge on both roadways.
- Temporary roadway on the south side has been removed and new roadway base is in progress from Midway Blvd. to Sheeley Street.
- The new sewer lift station at Altoona Street is nearing completion.
- West Spring Lake Bridge is nearing completion. Bridge deck surface finishing and median remain to be completed.
- West Spring Lake Bridge to East Spring Lake Bridge:
- Storm sewer and re-use main are complete. Storm sewer semi-final inspection is in progress.
- Roadway base is nearly complete on West Tarpon Boulevard, West Tarpon Court and from the West Spring Lake Bridge to West Tarpon Blvd.
- Bridge deck construction and retaining walls on the west end of the East Spring Lake Bridge are in progress.
- East Spring Lake Bridge to Sunrise Bridge:
- Storm sewer, re-use main and vacuum sewer is complete. Storm sewer semi-final inspection is in progress.
- Roadway subgrade is in progress.
- Sunrise Waterway Bridge demolition is in progress. Pile driving for new Bridge is underway.
- Sunrise Waterway Bridge to Harbor Boulevard:
- Force main and gravity sewer is complete under the Harbor Blvd. intersection.
- FPL utility relocation is complete. Comcast and CenturyLink utility relocation is in progress.
- Storm sewer drainage outfalls have been installed in drainage easements. Easement restoration to be completed early June.
- Midway Boulevard Widening Phase 2 – This project will complete the widening of Midway Boulevard from Sharpe Street to the intersection of Kings Highway (about 2.25 miles). Design includes four lanes of traffic with center turn lanes, new sidewalks on both sides, a closed drainage system, new traffic signals at Beacon Drive, new pedestrian crossings at the schools, new lighting, and a new water and sewer system along the corridor. Temporary sidewalks, meeting ADA requirements, will be installed during construction to maintain all pedestrian access points. Midway Boulevard may be closed to through traffic at times however mail delivery, emergency services and access to local residences will be maintained during construction. Construction Contract: Forsberg Construction, Construction Schedule: 6/30/2015 – Summer 2018
- Construction of storm drainage systems is underway; crews are installing concrete pipe from the roadway to pond sites in multiple locations between Achilles Street and Kings Highway.
- Crew #1 is currently installing the new 48" gravity sewer system near Hanby Street.
- Crew #2 is currently installing the stormwater drainage systems along the side streets entering Midway Boulevard near Maracaibo Street.
- Crew #3 continues to install well point dewatering systems along the sewer pipe installation.
- Crew #4 is currently installing storm drain systems at Port Charlotte Middle School.
- Excerpts from www.midwayupdate.com
- Children are naturally curious about construction sites therefore parents and caregivers should monitor their children's outdoor activities and keep them at a safe distance from all construction

activities this summer including heavy equipment and large vehicles. Construction workers are instructed NOT to talk to children. Construction activities will not be conducted on school grounds during school hours.

- The Contractor will be paving a new parent pickup entry drive at Port Charlotte Middle School off of Orlando Boulevard at McNulty Avenue this summer while school is out. The new parent pick-up drive will be ready this fall and will allow for better traffic flow when construction starts in this vicinity.
- Abscott Street to Bermuda Street: Installation of utilities and drainage systems continue.
- Hardey Street to Amstead Street: Installation of utilities and drainage systems continue.
- Willoughby Street to Maracaibo Street: Installation of utilities and drainage systems continue.
- Shilo Street to Loveland Boulevard: Installation of utilities and drainage systems continue. Crews are now installing the 48" sanitary sewer green pipe starting at Loveland Boulevard heading west.
- Kings Highway: Road is closed at Midway and Kings Highway as contractor installs 16" water main line.
- Midway Boulevard remains closed to through traffic from Achilles Street to Kings Highway.
- Sidewalks – Burnt Store Lakes - The South Burnt Store MSBU Advisory Board requested the construction of approximately 1.5 miles of sidewalks at: Vincent Avenue from Boca Vista Road to Burnt Store Road, Saragossa Lane from Cape Horn Boulevard to Burnt Store Road, and Rio Togas Road from Cape Horn Boulevard to Burnt Store Road. Construction Contract: V&H Construction, Construction Schedule: 2/29/2016 – Spring 2016
- *Punta Gorda, Fla. (March 10, 2016) – Sidewalk construction is underway in Burnt Store Lakes which may cause intermittent, temporary lane closures. Sidewalk construction began along Rio Togas Road at Cape Horn Boulevard and will continue to Burnt Store Road. Sidewalk construction will then move to Vincent Avenue beginning at Boca Vista Road continuing to Burnt Store Road. The last sidewalk to be constructed will be along Saragossa Lane from Cape Horn Boulevard continuing to Burnt Store Road. Construction of these eight (8) feet wide sidewalks is expected to continue through late July. Traffic signs, message boards, and flaggers will be on-site as needed to direct traffic.*
- Sidewalks on Rio Togas Road are complete and the contractor has begun sidewalk construction on Vincent Avenue.
- Sidewalks – Gulfstream Boulevard - This project will consist of an 8' sidewalk installed from an existing sidewalk on Gulfstream Boulevard at Snow Drive continuing to Rosemont Drive. Design includes a connection to an existing sidewalk on Sunnybrook Boulevard. Construction of the Gulfstream Boulevard Sidewalk is part of a larger contract and will begin upon completion of the South Gulf Cove Sidewalk Project. Construction Contract: Bonness, Inc. Construction schedule: 4/25/2016 – July 2016.
- Construction is underway. Stormwater drainage has been installed, subgrade is being mixed and sidewalk concrete is being poured. Restoration of the areas where sidewalk has been poured is projected to begin in early June.
- Sidewalks - South Gulf Cove – The South Gulf Cove MSBU Advisory Board requested approximately 17 miles of multi-use pathways within the South Gulf Cove subdivision. Phase One includes the design and construction of approximately 2.7 miles of off-street pathways on Ingraham Boulevard from Gasparilla Road to Calumet Boulevard and on Calumet Boulevard from Ingraham Boulevard to St. Paul Drive. Construction Contract: Bonness, Inc., Construction Schedule: 11/9/2015 – April 2016
- This project is complete and final punchlist items are in progress.
- Stormwater Control Structure Replacement - Fordham Waterway at Quasar FOR 4.60 - This project provides for the construction of a stormwater control structure under Quasar Boulevard at the Fordham Waterway. The new structure will replace two 60" reinforced concrete pipes and a 50' weir with one 8'x10' box culvert and a 6' weir. Design Contract: Johnson Engineering, Design/Permitting Schedule: 10/01/2013 – 10/01/2014, Procurement Process: 1/20/2016 – April 2016, Projected Start of Construction: June 20 (180 calendar day contract)

- The Board of County Commissioners awarded the construction contract to Andrew Sitework, LLC, on April 26. The preconstruction meeting was held May 5 at which time Notice to Proceed was established for June 20.
- Stormwater Control Structure Replacement - Niagara Waterway at Quasar NIA 5.09 - This project provides for the design, permitting and construction of a stormwater control structure under Quasar Boulevard at the Niagara Waterway. The new structure will replace two 48" metal pipes and a 44' weir with two 48" concrete pipes and a 20' weir. Design Contract: Johnson Engineering, Design/Permitting Schedule: 05/01/2013 – 9/1/2014, Procurement Process: Jan – April 2016, Projected Start of Construction: June 20 (180 calendar day contract)
- The Board of County Commissioners awarded the construction contract to Andrew Sitework, LLC, on April 26. The preconstruction meeting was held May 5 at which time Notice to Proceed was established for June 20.
- Tom Adam's Bridge Rehabilitation – This project will replace the existing Tenderhouse, electrical and mechanical equipment. The proposed Tenderhouse will provide a gateway to Manasota Key and will feature a standing seam roof, color coordinated with the Bridge, and large observation windows designed to withstand hurricane winds. The proposed Tenderhouse will provide visibility of traffic and pedestrians approaching the structure when the Bridge is being opened or closed. Currently, the Bridge tender's view is obstructed. The existing Tenderhouse will be removed providing a scenic outlook for pedestrians. The existing concrete railing and guardrail will be removed and replaced with a steel traffic barrier and aluminum handrail, which will allow for widening the sidewalk to a minimum of five (5) feet. The sidewalk surface will be topped to correct slope and alignment issues. The project also includes the replacement of the existing traffic gates, traffic signals, the approach slabs, abutment wall cap, slope pavement, and the Bridge will be repainted. Construction Contract: Quinn Construction, Construction schedule: 3/29/2016 – 6/7/2017.
- Excerpts from www.TomAdamsBridge.com:
- The Tenderhouse foundation is complete; piles have been driven and the concrete cap has been formed and poured. The Contractor will now begin building the floors and walls of the Tenderhouse.
- A seven day bridge closure is anticipated sometime between June 15 and August 15. The contractor is required to give a two-week notice prior to the closure and a Traffic Advisory will be issued at that time.
- The Contractor is utilizing an alternating one-way traffic pattern for delivery of materials, especially concrete, which will continue through the duration of the project. Any traffic delays should not be any longer than would occur for a bridge opening.
- Engineering Projects in Design, Negotiation or Procurement
- Burnt Store Road Phase 2 Widening – This project is to design and permit a new four-lane divided roadway to include sidewalks and bike facilities between the existing two (2) four-lane projects to the north and south. This section is from the southern end of Burnt Store Road (near Notre Dame Boulevard) to the northern four-lane section of Burnt Store Road, north of Zemel Road. Design Contract: Johnson Engineering, Design/Permitting schedule: through 3/3/2017, Procurement Process: TBD, Projected start of Construction: TBD (Funding for construction has not been allocated.)
- The first Public Meeting to unveil design proposal options was held Oct. 7, 2015 and citizens provided input on the design options. These design options were presented to the Board of County Commissioners (BCC) on Nov. 24, 2015.
- 30% plans have been received and reviewed by both County and FDOT staff, and have been returned to Johnson Engineering to make adjustments and continue with the development of the 60% design plans.
- A meeting with Southwest Florida Water Management District (SWFWMD) was held to present the County's plan for handling stormwater retention and run-off.
- Design schedule:
 - 60% plans due Aug. 12, 2016
 - 90% plans due Dec. 2, 2016

- 100% plans due Feb. 3, 2017
- Final bid contract documents due March 3, 2017
- Charlotte Harbor Gateway Harbor Walk, Phase 2 – The Charlotte Harbor Community Redevelopment Area (CHCRA) is interested in providing continuous pedestrian access from Bayshore Live Oak Park to Chester Roberts Park and to improve boater access to the harbor. Phase 2 includes the design of pedestrian connections from the promenade (located along the east side of US 41 northbound travel lanes) including a boardwalk crossing underneath the US 41 Bridge, a stairway connecting the promenade to the US 41 Bridge sidewalk, a fishing pier and a water taxi dock facility. This project is funded by the Charlotte County Redevelopment Fund and will be reimbursed up to \$1,410,580 through a Local Agency Program (LAP) Agreement with the Florida Department of Transportation (FDOT). Design Contract: Kimley-Horn & Associates, Design Schedule: 10/15/2013 – 7/17/2015, Procurement Process: Fall 2016, Projected Start of Construction: Late 2016
- Design is complete and approved by FDOT; the LAP Agreement was approved by the Board of County Commissioners on Feb. 23 and returned to FDOT for execution. The design team submitted the plans to the permitting agencies and is waiting for their responses.
- Edgewater Drive Bridge Repair at Elkcam Waterway - This project includes engineering services to inspect and evaluate the current condition of each wall at the Edgewater Drive Bridge (014074) over the Elkcam Waterway near Cousley Drive and determine the most cost effective method of repair. Design Contract: CES/American Engineering, Design/Permitting Schedule: through April 2016, Procurement Process: August – September 2016, Projected Start of Construction: October 2016
- CES/American Engineering completed the 100% design plans and has submitted them to the County for final review and approval. The Real Estate Services Division is obtaining maintenance easements on all four sides of the Bridge to secure access during construction.
- Manasota Key Community Plan Design – The Manasota Key MSTU Advisory Board requested the development of a Community Plan including, but not limited to, sidewalks, bike paths, crosswalks and lighting. The first phase of this project consisted of a conceptual master plan completed by Weiler Engineering in December 2013. Phase 2 is the design of construction ready plans consisting of the top priorities as identified by the MSTU Advisory Board. Design Contract: Weiler Engineering, Design/Permitting Schedule: July 2014 – Fall 2016, Construction: TBD
- The 60% design plans for the Gulf Blvd. sidewalk were received Dec. 31, 2014. A Community Meeting was held Feb. 4, 2015 to present the 60% sidewalk plans. At that time the Gulf Blvd. sidewalk project was put on hold until a survey was mailed to all property owners and input gathered.
- The MSTU Advisory Board has reviewed all input and requested the lighting design be adjusted to alternate lights along each side of Gulf Blvd. Staff is processing a change order for the design engineer to accomplish this. The project is still on hold until this change order is received and approved by the Board of County Commissioners.
- The 90% design plans for North Beach Road have been received and are under review.
- NWPC Bridge Inspections and Design Improvements - This project includes an engineering evaluation of seven bridge structures within the Northwest Port Charlotte MSBU District and development of a detailed rehabilitation plan to extend the structure's useful life. A consultant will inspect the bridge piles and collect the necessary field data to design structural jackets and supply a report with estimated costs before designing the jackets. The improvements and repairs shall correct deficiencies identified by FDOT consultants to the extent that is practicable. Design Contract: Charlotte Engineering & Surveying (CES), Design/Permitting Schedule: 10/6/2015 – October 2016, Procurement Process: Early 2017, Projected Start of Construction: Spring 2017
- | BRIDGE # | ON | AT |
|----------|-------------------|-------------------|
| 014041 | McPearson Dr. | Hastings Waterway |
| 014045 | Chamberlain Blvd. | Apollo Waterway |
| 014047 | Chamberlain Blvd. | Markham Waterway |
| 014048 | Jacobs St. | Jupiter Waterway |
| 014050 | Biscayne Blvd. | Apollo Waterway |

- 014051 Eisenhower Dr. Venus Waterway
- 014052 Eisenhower Dr. Cheshire Waterway
- The design consultant provided the Comprehensive Evaluation Report for these seven bridges to County Staff on May 3 for review and comment. Once the report has been reviewed and approved by County staff, the design firm will complete the design plans.
- Olean Boulevard Widening – Design Phase 1 - The purpose of Design Phase 1 is to solicit input from the community and various stakeholders to develop alternatives for improvements to Olean Boulevard, from US 41 to Harbor Boulevard, and to make a recommendation to the Board of County Commissioners (BCC). Design Contract: Florida Transportation Engineering, Design/Permitting Schedule: Summer 2016 - TBD
- A Public Meeting was held Thursday, April 14 to present four (4) alternative design options and solicit public input to improve traffic flow on Olean Boulevard. Public input was documented and presented with the [design options](#) to the BCC on May 24.
- The Board of County Commissioners approved widening the roadway to 2 lanes in each direction with a continuous, center left turn lane, to be used in both directions. Design includes a 10' sidewalk on the south side of Olean Boulevard and decorative lighting as defined in the Parkside Master Plan.
- Staff will report back to the BCC with cost estimates to extend the project limits from Harbor Boulevard to Easy Street, to replace the existing 6' sidewalk on the north side of the roadway between Harbor Boulevard and Arron Street, and to replace the standard light source in the decorative lighting with more efficient LED lighting. This report will be provided to the County Commissioners later this summer.
- Staff is now negotiating with Florida Transportation Engineering to design and permit the roadway project. Design is anticipated to begin within the next 60 days.
- Once design is complete, all permits and necessary rights-of-way are acquired, the County will advertise for construction bids. Estimated land acquisition is \$3,941,000.
- Parkside - Harbor Boulevard Improvements (U.S. 41 to Olean Boulevard) Phase 2 – Phase 2 design includes roadway improvements consisting of a four lane divided roadway with a 16' – 20' raised median that will provide for safer turning movements, 8' – 10' multi use paths on both sides, landscaping, decorative lighting, wayfinding and a gateway feature. Utility improvements are included in this project. Design Contract: Johnson Engineering, Design/Permitting Schedule: 11/12/2013 – May 2016, Procurement Process: June – September 2016, Projected Start of Construction: 10/15/2016.
- Johnson Engineering provided 100% plans to County staff for final review. Charlotte County Utilities is reviewing the final utility plans for approval and signing of the required permits.
- Parkside - Gertrude Avenue/Aaron Street Multi-Use Path - This project will provide for a 10' multi-use path, landscaping, decorative lighting, a pocket park and signage along Gertrude Avenue, from Caring Way to Aaron Street, and along Aaron Street from Gertrude Avenue to Harbor Boulevard. Design Contract: Johnson Engineering, Design/Permitting Schedule: June 2015 – Summer 2016, Procurement Process: TBD, Projected Start of Construction: TBD
- The Parkside Board met on January 12 to review budgets and design options. The Parkside Board authorized an additional sidewalk on the north side of Aaron Street to Gertrude Avenue, as well as an additional sidewalk on the southwest side of Gertrude Avenue from Caring Way to Aaron Street. Johnson Engineering is working on the 90% design plans which are progressing on schedule.
- Parkside - West Tarpon Boulevard/Ambrose Lane Multi-Use Path - This project includes a 10' multi-use path, landscaping and decorative lighting along West Tarpon Boulevard from US 41 to Ambrose Lane and on Ambrose Lane from West Tarpon Boulevard to Elkcarn Boulevard. Design Contract: Johnson Engineering, Design/Permitting Schedule: June 2015 – Summer 2016, Procurement Process: TBD, Projected Start of Construction: TBD
- The Parkside Board met on Jan 12 to review budgets and design options and authorized staff to move forward with design of an additional sidewalk on the south side of West Tarpon Boulevard to Ambrose Lane.

- Johnson Engineering is working on the 60% design plans which are expected by mid to late June.
- Piper Road North Extension - Piper Road will be extended north from Henry Street to US 17 at the existing Regents Road intersection. The Airport Commerce Park has been identified as a priority for business development. At the present time, there is a limited roadway network in place serving the airport therefore additional roadway and utility improvements will be required to support new or expanded businesses within the corridor. Design Contract: Johnson Engineering, Design/Permitting Schedule: 2010-2011, Procurement Process: Summer 2016, Projected Start of Construction: Fall 2016
- All project documents, including bid specifications and design plans, are undergoing a final review prior to bid solicitation. Engineering staff expect to have the project package ready to send to the Purchasing Department by July.
- Placida Road Safety Improvements (Rotonda Boulevard West to Boca Grande Causeway) – Safety improvements include the construction of a 10' wide bicycle-pedestrian path between Rotonda Boulevard West and Boca Grande Causeway and roadway/intersection improvements including:
 - Northbound left turn at Panama Drive.
 - Southbound left turn at Bantry Bay.
 - Southbound deceleration lane at Cape Haze Drive.
 - Mill and resurface between Rotonda Boulevard West and Boca Grande Causeway.
 - Standard street lighting between Rotonda Boulevard West and Cape Haze Drive.
- Design Contract: Giffels-Webster Engineers, Design/Permitting Schedule: through Spring 2016, Procurement Process: Summer 2016, Projected Start of Construction: Fall 2016
- Charlotte County Utilities added a reclaimed water line and force main sewer to this project. Conducting utility work in conjunction with construction of the multi-use path and safety improvements will minimize disruption to residents and businesses within the project limits.
- Construction and Utility plans are complete and are under review by County staff. Final contract and bid documents are in progress.
- Sheehan Boulevard Bridge Repair at Yale Waterway – This project will rehabilitate the existing Bridge on Sheehan Boulevard over the Yale Waterway. The existing Bridge was built in 1968 therefore the Bridge deck and rails are substandard. Sales tax funds will supplement MSBU funds allowing for the inclusion of sidewalks on both sides of the Bridge. The rehabilitation will widen the structure to accommodate sidewalks, replace the deck and install a barrier wall. The proposed design includes sidewalks on both sides of the Bridge and allows the Bridge to be a segment of the horizontal curve, maximizing the deck area. Design Contract: Southwest Engineering and Design, Design/Permitting Schedule: 9/10/2012 – Early 2016, Procurement Process: Summer 2016, Projected Start of Construction: Fall 2016
- 100% design plans were received and are under review. CCU completed the watermain design to connect existing watermain on either side of the Bridge. The proposed watermain will be supported on the Bridge. With the utility design complete, the project package will be submitted to the Purchasing Department in preparation for bid solicitation.
- Sidewalks – Cape Haze Drive - Design and construction of approximately 3,400 linear feet of sidewalk along Cape Haze Drive, from Arlington Drive north to approximately 450' north of Links Lane, where Cape Haze Drive becomes a four lane road. Design Contract: Johnson Engineering, Design/Permitting: March 2015 – Summer 2016, Procurement: TBD, Construction: Early TBD
- 90% plans have been received and are being reviewed by staff. CCU presented a change order to the current design contract to add a water main replacement to this project.
- At the May 4, 2016 MSBU Advisory Board meeting, a motion was made to reduce the width of the sidewalks to 6'. Staff will process a change order to have this completed.
- Sidewalks – Harbour Heights - This project consists of constructing approximately 2.75 miles of 5' wide sidewalks within the Harbour Heights MSBU District. Sidewalks are proposed along the following six (6) roadways: Sunnybrook Road (from triangle at Broadpoint Dr. to Peace River Dr.), Peace River Drive (from Sunnybrook Rd. to San Marino Dr.), San Marino Drive (from Broadpoint Dr. to Peace River Dr.), Broadpoint Drive (from Voyageur Dr. to Washington St.), Sulstone Drive (from Sunnybrook Rd. south to end), Voyageur Drive (from Broadpoint Dr. to end). Design

Contract: Charlotte Engineering, Design/Permitting (Public Works Engineering): 6/27/14 – May 2015, Procurement: Summer 2016, Construction: TBD

- Contract documents are under review in the Purchasing Department in preparation for bid advertisement.
- Sidewalks - Parade Circle Sidewalk Connections - The Rotonda West MSBU Advisory Board requested that sidewalks be installed along the feeder roads leading to Parade Circle. Construction will consist of six (6) sidewalks, six (6') feet wide, approximately 900 lineal feet each, starting at the Parade Circle and continuing to the next roadway intersection but not going through the intersection at the following locations:
 - Oakland Hills Road to Annapolis Lane
 - Pebble Beach Road to Mark Twain Lane
 - Pinehurst Road to Mariner Lane
 - Broadmoor Road to Broadmoor Lane
 - Long Meadow Road to Long Meadow Lane
 - White Marsh Road to White Marsh Lane
- Design Contract: Johnson Engineering, Design/Permitting: thru Fall 2015, Procurement: through June 2016, Construction: TBD
- Phase 2 sidewalk connections: Bids were opened May 18 and a recommendation to award the construction contract will be presented to the Board of County Commissioners on June 14.
- Contingent upon Board approval, the preconstruction meeting will be held June 15 with Notice to Proceed issued for June 20. This 120 calendar day contract is projected to be complete by October 18 excluding any delays that may be caused during the rainy season.
- Phase 3 bike path connections: Staff reviewed the 60% design plans and are awaiting the 90% plans.
- Coastal Projects in Design, Negotiation or Procurement
 - Alligator Creek Dredging – The Alligator Creek Waterway MSBU Advisory Board requested that the County design and apply for a permit to dredge the navigable waterways within the Alligator Creek MSBU to a depth of -6 feet MLW. It is anticipated that a significant amount of time may be required to negotiate with the Florida Department of Environmental Protection (FDEP) to issue permits for the dredging within the Alligator Creek to more than a depth of -5 feet, which is the depth for the current permit. Construction services include environmental protection and dredging of Alligator Creek and adjacent channel dredging within the Gasparilla Sound, Charlotte Harbor Aquatic Preserve. Design Contract: Coastal Engineering, Design/Permitting Schedule: 1/6/2013 – Late 2015, Procurement Process: through June 24, 2016, Projected Start of Construction: Summer 2016
 - The Army Corps of Engineers (ACOE) combined the -5' MLW Maintenance Dredging project with the proposed -6' MLW project even though they are different in their scope.
 - The Florida Department of Environmental Protection (FDEP) permit was received Aug. 29, 2014 for the -6ft MLW project which includes public interest in the form of purchasing and donating an YSI Water Quality Monitor to the "Friends of CHAP."
 - The ACOE issued their public notice and received one request for additional information from National Marine Fisheries specific to Essential Fish Habitat. Coastal Engineering Consultants responded with the requested data.
 - The National Marine Fisheries' concurrence letter was issued to the ACOE on November 3, 2015. The ACOE Permit was issued December 29, 2015. A change order to facilitate the bid process was approved; the Consultant resurveyed the project area and provided updated construction drawings and specifications.
 - A Request for Bids was recently advertised and bids were opened May 4. A recommendation to award the dredging contract to Waterfront Property Services, LLC dba Gator Dredging, will be presented to the Board of County Commissioners on June 14.
 - Gulf Cove Waterway Maintenance Dredging - Maintenance dredging provides continued safe navigation for citizens who utilize the waterways. This project provides for engineering, design and permitting to dredge the lateral/access channels. The amount of material to be removed will be determined as engineering and design progresses. The project includes the removal of the

existing silt to the previous dredge depth of -4ft MLW within the lateral/access channels and 100 feet into the interior canals. Design Contract: TBD, Design/Permitting Schedule: Through Summer 2016, Procurement Process Summer 2016, Projected Start of Construction: Summer 2016

- Coastal Engineering Consultants (CEC) proposed an alternate approach that will improve navigation and yield cost savings over time through reduction of maintenance dredging needs. The approach includes identifying/combining multiple canals into single channels extending to the river.
- The County reviewed the preliminary plan set and issued a revised task order to Coastal Engineering Consultants to proceed with the additional survey and design work. CEC completed the additional survey and alternate design alignments depicting the proposed connector channels. The design was reviewed and approved by the MSBU Advisory Board; a second change order was submitted to facilitate the new design.
- A pre-application meeting was conducted with the FDEP and ACOE to determine project feasibility. Both agencies view the project as favorable. FDEP commented that the FWC Department of Aquaculture will need to comment on the shellfish habitat designation and the ACOE stated that NMF will need to do the same in regards to the Smalltooth Sawfish habitat.
- The permit application and drawings are complete and were submitted to State and Federal permitting agencies; correspondence between the County and ACOE confirmed that the review is underway. The Marine Marker Plan is also under review by the permitting agencies.
- The Army Corps of Engineers has not asked for an informal review of this project from the National Marine Fisheries Services as of Sept. 30, 2015. The FDEP issued their permit with FWC Department of Aquaculture review of the shellfish habitat designation.
- The Coast Guard is ready to issue the Marine Marker Permit pending authorization from the ACOE. A Request for Additional Information (RAI) has been initiated by the ACOE therefore information is being gathered to respond to the RAI.
- Harbor Heights Waterway Maintenance Dredging - This project consists of maintenance dredging existing man-made canals and access channels to their permitted conditions to restore safe navigation within the waterway system. Project area includes: Balboa, DeSoto, Dover, Santa Clara, Santa Barbara, San Salvador, and San Marino canals and associated channels within the Peace River. Brush cutting, for line of sight/navigation, was added to the contract. Design Contract: Stantec, Design/Permitting Schedule: 12/17/2013 – March 2016, Procurement Process: March – May 2016, Projected Start of Construction: Summer 2016
- A recommendation to award Bid #16-296 to the lowest responsive, responsible, bidder, Marine Contracting Group was approved by the Board of County Commissioners on May 24. Completion time is 120 calendar days upon Notice to Proceed which will be established at the pre-construction meeting.
- Pirate Harbor Access Channel – Dredging provides safe navigation for citizens who utilize the waterways. This project provides for engineering, design and permitting to dredge 2,300 feet of access channel that was not covered under previous permitting. This project was originally presented to the Florida Department of Environmental Protection (FDEP) in 2003/04 however, at that time, FDEP did not view this project as favorable and it was removed from the original contract. Now that the Pirate Harbor rock ledges have been removed, the engineering and design of the Pirate Harbor Access Channel has been added to the previous contract and will require a standard general permit. Design Contract: Coastal Engineering, Design/Permitting Schedule: 4/22/2014 – Spring 2016, Procurement: Summer 2016, Projected Start of Construction: Fall 2016
- FDEP completed the Uniform Mitigation Assessment Method (UMAM) ranking on the seagrass impacts for the proposed dredging. Coastal Engineering Consultants (CEC) investigated sites for a seagrass mitigation project (e.g., fill blow-holes / prop-scars). The initial search for potential mitigation sites did not find enough suitable areas within the vicinity of the project area therefore a wider search area was examined using aerial photography.
- CEC, working in partnership with FDEP and County Staff, completed the field survey of potential seagrass mitigation project areas which was reviewed by FDEP and FWC.

- A second meeting was held with FDEP in November 2015 to discuss the Seagrass Mitigation plan; FDEP requested that an updated boat survey be conducted to determine the required dredge depth; the boat survey was completed in February 2016.
- The permit was withdrawn from FDEP at their request. A site visit is being scheduled with CEC, County and State staff to identify and discuss mitigation areas.
- Stump Pass 10 Year Beach and Inlet Management Plan – This project provides for continued monitoring, as required by permitting, for dredging Stump Pass that re-established the 1980 channel alignment and provided for re-nourishment of critically eroded beaches. Maintenance dredging of Stump Pass and beach re-nourishment will be conducted approximately every three years. An engineered structure will be installed at Stump Pass to improve program performance. In the permitting process, an Adaptive Management Plan Strategy will be employed to provide options for modifications to structure(s) placed with initial construction, or installation of additional structures in the future, in response to beach and inlet management activities and storm erosion impacts. Design Contract: Coastal Engineering, Design/Permitting Schedule: 4/16/2012 – Early 2016, Procurement Process: Spring 2016, Projected Start of Construction: Summer 2016
- The US Fish and Wildlife Service agency prepared a new Biological Opinion (BO) for this Project. It is noted that the Red Knot was recently listed on the threatened and endangered species list, thus a new BO was necessary to review the project for migratory birds including Piping Plover and Red Knot as well as sea turtles.
- The FDEP issued the Final Order (permit) for the project on Sept. 2, 2015. The review by National Marine Fisheries Service (NMFS) is complete and the County received ACOE approval. The review of construction drawings and bid specifications is complete. The State Parks (Division of Recreation and Parks) issued a concurrence letter for an updated easement that would allow construction on the upland portion of the park property. The County worked through the negotiations with the State Parks Division and the revised easement is nearing completion.
- Due to delays in the permitting process, the revised construction schedule is as follows:
- Updated Construction Schedule
- Mobilization in July 2016.
- Offshore borrow sand placement on Don Pedro and Knight Islands Aug-Oct 2016
- Dredge Stump Pass Oct-Nov 2016
- Manasota Key Work (structure and backfill) Nov 2016-Jan 2017
- Drainage Projects in Design, Negotiation or Procurement
- Stormwater Control Structure Replacement – Lion Heart Waterway 4.03 (Peachland Blvd.) - This project provides for the design, permitting and construction of a stormwater control structure under Peachland Blvd. at the Lion Heart Waterway. The new structure will replace two 60" metal pipes with two 10'x10' box culverts. Design Contract: Johnson Engineering, Design/Permitting Schedule: March 2015 – Early 2016, Procurement Process: March – April 2016, Projected Start of Construction: May 2016
- Bids were opened May 18 and a recommendation to award the construction contract will be presented to the Board of County Commissioners on June 14. Completion time is 180 days upon Notice to Proceed.
- Stormwater Control Structure Replacement – Lion Heart Waterway 4.34 (Kenilworth Blvd.) - This project provides for the design, permitting and construction of a stormwater control structure under Kenilworth Blvd. at the Lion Heart Waterway. Construction will consist of replacing (2) 72" corrugated metal pipe culverts with (2) 8'x10' box culverts and a 64' weir. Design Contract: Johnson Engineering, Design/Permitting Schedule: January – December 2016, Procurement Process: January – March 2017, Projected Start of Construction: April 2017
- Johnson Engineering is gathering survey information for the design.
- Landscaping Projects - In Construction
- Burnt Store Village Buffer – This project provides for landscaping and irrigation to create a buffer along the east side of Burnt Store Road between Zemel Road and Doreda Drive. Design Contract: Charlotte Engineering & Surveying. Construction contract: Jones Landscape, Construction schedule: May – August 2016.

- The pedestal has been installed to prepare for electrical hook ups to the controller and irrigation equipment. Ground work preparations will begin the week of June 6.
- Gateway Landscaping: SR 776 (US 41 to Murdock Circle) - The purpose of this project is to landscape and beautify the gateway area to the western portion of Charlotte County on SR 776 from US 41 to Murdock Circle. The addition of landscape materials, decorative trees including palms and oaks, shrubs, ground cover, sod and mulch will augment the appearance of the gateway to western Charlotte County. Irrigation, electrical services and maintenance of the landscaping and irrigation system is included in this project which is funded, in part, by a grant from the Florida Highway Beautification Council. Design Contract: DMJ & Associates, Construction Contract: Valley Crest Landscape and Maintenance, Construction schedule: 3/29 – 6/30/2016
- The substantial completion inspection was held Friday, May 20. Final punchlist items are in progress.
- Midway Boulevard Median Landscaping – This project provides for median landscaping with irrigation along Midway Boulevard between Yancey Street and Harbor Boulevard. Landscape materials may include trees (Palm, Weeping Yaupon, Crepe Myrtle), shrubs (Silver Palmetto, Bluestem Palmetto, Fountain Grass), and groundcover (Purple Lantana). Design Contract: David M. Jones, Jr. & Associates, Construction Contract: Superior Landscaping and Lawn Service, Construction Schedule: TBD (60 calendar days)
- A recommendation to award the construction project to Superior Landscaping and Lawn Service was approved by Charlotte County Administration on May 24 for a total project cost of \$108,811.50. This project is expected to be complete within 60 calendar days of Notice to Proceed which will be established at the preconstruction meeting (pending scheduling).
- US 41 Landscaping at Waterway Crossings (Microtunnel Locations) – This project provides for landscaping with irrigation along US 41 at the Elcam, Fordham and Pompano Waterway drainage crossings. Landscape materials may include trees (Sand Live Oak, Sabal Palm, Slash Pine), shrubs (Saw Palmetto, Fakahatchee and Cord Grass), and groundcover (Coontie, Leather Fern). Design Contract: David M. Jones, Jr. & Associates, Construction Contract: MRT Lawn and Garden Center, Construction Schedule: TBD (60 calendar days)
- A recommendation to award the construction project to MRT Lawn and Garden Center, Inc. of Venice was approved by Charlotte County Administration on May 24 for a total project cost of \$120,135.76. This project is expected to be complete within 60 calendar days of Notice to Proceed which will be established at the preconstruction meeting June 7.
- Landscaping Projects – in Design, Negotiation or Procurement
 - Gateway Landscaping: I-75 at King's Highway – This project provides for roadside landscaping along I-75 at the Kings Highway interchange, as programmed by FDOT's Bold Landscape initiative. Design Contract: David M. Jones & Associates, Design Schedule: through Fall 2016, Projected start of construction: TBD (upon completion of FDOT's I-75 roadway widening project.)
 - Design is underway. The Landscape and Irrigation permit has been received but the Community Aesthetic Feature permit application is under review by FDOT.
 - Gateway Landscaping: Jones Loop at I-75 – This project provides for roadside landscaping along Jones Loop at the I-75 interchange. This project is funded, in part, by a grant from the Florida Highway Beautification Council. Design Contract: Johnson Engineering, Design Schedule: through November 2016.
 - Negotiation with Johnson Engineering is complete to determine the scope of services and fees for planning and design. A purchase order to engage design services is in progress.
 - Gateway Landscaping: Toledo Blade Blvd. (US 41 to Hillsborough Blvd.) – This project provides for median landscaping with irrigation along Toledo Blade Boulevard between US 41 and Hillsborough Boulevard. Landscape materials may include trees (Palm, Japanese Blueberry, Crepe Myrtle), shrubs (Saw Palmetto, Ixora, Fountain Grass), and groundcover (Coontie, Purple Lantana, Asian Jasmine, Starburst Pentas). Design Contract: David M. Jones, Jr. & Associates
 - A recommendation to award the landscape contract will be presented to the Board of County Commissioners on June 14. Preliminary communications for utility coordination is underway for

water and electric. This landscape project is anticipated to be complete within 60 calendar days upon Notice to Proceed.

- Gateway Landscaping: US 17 at I-75 – This project provides for roadside landscaping along US 17 at the I-75 interchange. This project is funded, in part, by a grant from the Florida Highway Beautification Council. Design Contract: Johnson Engineering, Design/Permitting schedule: through November 2016.
- Negotiation with Johnson Engineering is complete to determine the scope of services and fees for planning and design. A purchase order to engage design services is in progress.
- Midway Boulevard Median Landscaping – This project provides for median landscaping with irrigation along Midway Boulevard between Yancey Street and Harbor Boulevard. Landscape materials may include trees (Palm, Weeping Yaupon, Crepe Myrtle), shrubs (Silver Palmetto, Bluestem Palmetto, Fountain Grass), and groundcover (Purple Lantana). Design Contract: David M. Jones, Jr. & Associates, Construction Contract: Superior Landscaping and Lawn Service, Construction Schedule: TBD (60 calendar days)
- A recommendation to award the construction project to Superior Landscaping and Lawn Service was approved by Charlotte County Administration on May 24 for a total project cost of \$108,811.50. This project is expected to be complete within 60 calendar days of Notice to Proceed which will be established at the preconstruction meeting (pending scheduling).
- Winchester Boulevard Median Landscaping and Buffer – This project provides for landscaping with irrigation along Winchester Boulevard South, from SR 776 to CR 775 (Placida Road). Design services will include preparation of construction drawings, bidding and inspection services for the installation of landscaping, and irrigation of the medians and buffer. The landscape buffer shall be limited to the Eastern side of Winchester Boulevard South between station 58+00 and station 112+00 and may include a combination of landscaping and buffer wall/fencing. Design Contract: Charlotte Engineering and Surveying (CES) American, Design/Permitting Schedule: Early – Spring 2016, Procurement Process: Summer 2016, Projected Start of Construction: Fall 2016
- CES American submitted the [30% design plans](#) to County staff for review on May 3. The plans depict existing conditions, tree locations for medians and buffers, the irrigation main line and booster pump location.
- A public input meeting is scheduled Wednesday, June 8 at 2 p.m. and will be held at the Tringali Community Center, located at 3460 N. Access Road, Englewood, FL. The design consultant will present the 30% plans to stakeholders and document public input.
- Shrubs and groundcovers, along with more irrigation detail, will be presented in the 60% plans.
- Lighting District Projects
- Edgewater Phase II - Installation of roadway lighting conduit and pole bases is underway.
- Burnt Store Road Phase III - All poles on the west side of the road have been installed and are operational. All remaining punchlist items have been addressed.
- Rotonda Bridge Lighting - All light poles have been installed. Waiting for FPL to energize the systems.
- Working in conjunction with Florida Power and Light on FPLs hardening projects (pole replacements/upgrades); installed a new electrical service point for the traffic signal on Cochran Boulevard at Peachland Boulevard.
- Assisted Maintenance and Operations with trimming trees growing around roadway light poles along Placida Road.
- Upgraded firmware in approximately 90% of the school zone warning beacon time clocks. The new features of this firmware upgrade allow for once daily communications between the central system program and the field device to sync up the clocks time of day reference. If the central program does not receive a response back from the field device, a visual indication will be displayed for a technician to investigate. The upgrade also provides the central system program a visual indication as to which warning beacons are currently active. The remaining 10% of the clocks will receive this upgrade as soon as the manufacturer provides the necessary materials. The upgrade and materials are being provided at no additional cost to the County.
- The Florida Department of Transportation's re-surfacing, signal, and roadway improvement projects have begun on US 41 from the Peace River Bridge to Cochran Boulevard. Crews have

been very busy performing underground utility locates on all buried fiber optics, roadway lighting and signalization within this 6 mile long project.

- The traffic signal controller cabinet for SR 776 at Gasparilla Road project was delivered. A crew is in the process of setting up, testing and ensuring the cabinet's functionality prior to installing it in the field.
- Removed a cabbage palm overtaking the roadway lighting load center on SR 776 at Cattle Dock Point Rd. After the palm was removed, the load center pole was straightened.
- Replaced the pedestrian push buttons which were outdated and no longer meets standards on Kings Highway at Westchester Boulevard, Elmira, Olean and Suncoast Boulevards and on Olean Boulevard at Aaron Street. The buttons were furnished by the Florida Department of Transportation at no cost to the County.
- Performed a re-inspection on the decorative lights at the US 41 Gateway Harbor walk project.
- Cleaned all incident management camera lenses (51 total).
- Responded to a trouble call, after normal business hours, for a pedestrian pole knocked down on Cochran Boulevard at Lakeview Boulevard. Replaced the pedestrian pole.
- In March, a crew responded to a trouble call after normal business hours for a street light pole destroyed during a motor vehicle accident on SR 776 at US 41. The light pole has been replaced.
- In March, a crew responded to a trouble call after normal business hours for a decorative street light pole destroyed during a motor vehicle accident on Rotonda Boulevard North at Rotonda Circle. The light pole has been replaced.
- Responded to a complaint that the decorative lights on Rio Togas Road were not operational. A crew discovered an on/off/auto switch was not left in the correct position after a contractor recently worked on the lights.
- A crew returned to the Burnt Store Road Phase 3 project to go over the deficiency list confirming the contractor had addressed all remaining issues and all have been corrected.
- Responded to a complaint of roadway lights inoperable on US 17 between Bermont Rd. and the Cleveland area. A crew found shorted underground conductors to be the cause. The conductors were replaced restoring power to the lights.
- Responded to a complaint of roadway lights inoperable on Kings Highway in the area of Tractor Supply. A crew identified shorted underground conductors to be the cause. The conductors were replaced restoring power to the lights.
- Transferred all maintenance responsibilities over to Highway Safety Devices, signal contractor for the US 41 resurfacing project. Signal controller and uninterruptable power supply (UPS) cabinet door locks were changed at thirteen locations.
- Assisted the IT Department with creating a redundant communications path between the tower on Edgewater Dr. and the Public Safety building. The Lighting District aerial lift was used to identify obstructions between both locations.
 - Attended weekly progress meetings and participated in underground Signal conduit inspections for the US 41 widening project.
 - Attended weekly progress meetings for the US 41 resurfacing and signal improvement projects.
- Traffic Management Center
- Closures which required traffic signal adjustments and monitoring:
 - May 5: I-75 SB closure with detour into Charlotte County from Toledo Blade.
 - May 10: US 41 NB closure at Taylor Road due to crash.
 - May 24: I-75 NB closure with detour onto Charlotte County roadways.
- Adjust signal timings due to seasonal changes for US41 traffic signals due to Edgewater Road closure.
- Continue fine tuning new Signal Timings for Kings Highway from Sandhill Blvd to Village Dr.
- Continue fine tuning Traffic Signal coordination timings for Jones Loop Rd from I-75 to Indian Springs Cemetery Rd.
- Continue monitoring and fielding complaints as the need arises. Responding to information requests.

- Continue promoting the Twitter account for traffic incidents. Over 285 followers and increasing.
- Locates Performed
- 449 Requests for underground utility locates were received, generating 161 tickets for locates.
- Trouble Calls
- 9 trouble calls received responded to and problems of various natures resolved.
- Maintenance & Operations Division
- April 27 – May 3
- A total of 47 new requests were received related to drainage, asphalt repair, brush, and illegal dumping.
- Drainage line & grade:
- 26,070 SF in Greater Port Charlotte
- 6,450 SF in Rotonda West
- 1,500 SF in Rotonda Heights
- 14,110 SF in Burnt Store Village
- Small pipe install:
- 52 LF in Greater Port Charlotte
- 56 LF in Punta Gorda Non-Urban
- Menzie ditch cutting: 120,000 SF in Road & Bridge West
- Culvert cleaning:
- Cleaned 18 culverts in Greater Port Charlotte
- Boom mower:
- Cut 42,186 CY in Greater Port Charlotte
- Cut 16,333 CY in Road & Bridge South
- Cut 61,740 CY in Rotonda Lakes
- Debris removal:
- Removed 10,540 pounds of debris from locations throughout the County
- Asphalt repair:
- Utilized 7.02 ton of material to repairs locations throughout the County
- Shoulder repair:
- Repaired 0.1 miles of shoulder in Deep Creek
- Landscaping Services
- Basic landscape maintenance was performed at: Manasota Key; South Gulf Cove; Grove City Park; US 17 medians in Cleveland; US 41 Revitalization phase I; Charlotte Harbor Gateway; Melbourne Street Bridge and all county-owned fenced retention ponds.
- Contracted Services
- Specialty mowing for the month of May - 1st cycle has begun in North, West and South County locations and there will be three cycles in most locations this month.
- The power shearing contractor is currently working in Englewood East for ROW reclamation on the south side of State Road 776.
- ROW mowing in Greater Port Charlotte for the month of May has begun and is approximately 10% complete.
- ROW mowing in West County for the month of May has begun and is approximately 90% complete.
- May 4 – 10
- A total of 42 new requests were received related to drainage, asphalt repair, brush, sidewalk repair, and illegal dumping.
- Drainage line & grade:
- 16,100 SF in Greater Port Charlotte
- 9,300 SF in Rotonda Heights
- Small pipe install:
- 104 LF in Greater Port Charlotte
- Menzie ditch cutting: 140,000 SF in West Charlotte Stormwater
- Culvert cleaning:
- Cleaned 27 culverts in Greater Port Charlotte

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- Cleaned 6 culverts in Placida Area
- Cleaned 11 culverts in Rotonda West
- Cleaned 15 culverts in Lemon Bay
- Cleaned 1 culvert in Deep Creek
- Cleaned 11 culverts in Harbour Heights
- Boom mower:
- Cut 49,629 CY in Greater Port Charlotte
- Cut 8,466 CY in Punta Gorda Non-Urban
- Cut 47,800 CY in Rotonda Lakes
- Cut 13,800 CY in Englewood East
- Debris removal:
- Removed 2,360 pounds of debris from locations throughout the County
- Asphalt repair:
- Utilized 7.07 tons of material to repair locations throughout the County
- Landscaping Services
- Basic landscape maintenance was performed at: Manasota Key; South Gulf Cove; Grove City Park; US 17 medians in Cleveland; US 41 Revitalization phase I; Charlotte Harbor Gateway; Melbourne Street Bridge and all county-owned fenced retention ponds.
- May 11 – May 17
- A total of 40 new requests were received related to drainage, asphalt repair, brush, sidewalk repair, and illegal dumping.
- Drainage line & grade:
- 26,985 SF in Greater Port Charlotte
- 11,350 SF in Englewood East
- 7,970 SF in Burnt Store Village
- Small pipe install: 136 LF in Harbour Heights
- 101 LF in Punta Gorda Non-Urban
- Menzie ditch cutting: 90,000 SF in West Charlotte Stormwater
- Culvert cleaning:
- Cleaned 66 culverts in Greater Port Charlotte
- Cleaned 6 culverts in Englewood East
- Cleaned 1 culvert in Northwest Port Charlotte
- Cleaned 10 culverts in Lemon Bay
- Cleaned 6 culverts in Grove City
- Road grading:
- Graded 15,000 SY on Don Pedro Knight Island
- Cleaned 2 culverts in Rotonda West
- Boom mower:
- Cut 39,597 CY in Greater Port Charlotte
- Cut 13,436 CY in Punta Gorda Non-Urban
- Cut 52,580 CY in Rotonda Lakes
- Cut 22,400 CY in Road & Bridge West
- Cut 835 CY in Englewood East
- Debris removal:
- Removed 7,700 pounds of debris from locations throughout the County
- Asphalt repair:
- Utilized 9.82 tons of material to repair locations throughout the County
- Landscaping Services
- Basic landscape maintenance was performed at: Manasota Key; South Gulf Cove; Grove City Park; US 17 medians in Cleveland; US 41 Revitalization phase I; Charlotte Harbor Gateway; Melbourne Street Bridge and all county-owned fenced retention ponds.
- May 18 – May 24
- A total of 42 new requests were received related to drainage, shoulder repair, brush, and illegal dumping.

- Drainage line & grade:
- 22,230 SF in Greater Port Charlotte
- 10,000 SF in Englewood East
- Small pipe install:
- 120 LF in Punta Gorda Non-Urban
- Large pipe install:
- 80 LF in Northwest Port Charlotte
- Menzie ditch cutting:
- 150,000 SF in West Charlotte Stormwater
- Culvert cleaning:
- Cleaned 50 culverts in Greater Port Charlotte
- Cleaned 2 culverts in Deep Creek
- Boom mower:
- Cut 37,603 CY in Greater Port Charlotte
- Cut 5,204 CY in Punta Gorda Non-Urban
- Cut 4,940 CY in Road & Bridge South
- Cut 1,000 CY in Road & Bridge North
- Cut 36,700 CY in South Gulf Cove
- Cut 30,500 CY in Placida Area
- Debris removal:
- Removed 5,000 pounds of debris from locations throughout the County
- Asphalt repair:
- Utilized 5.7 tons of material to repair locations throughout the County
- Landscaping Services
- Basic landscape maintenance was performed at: Manasota Key; South Gulf Cove; Grove City Park; US 17 medians in Cleveland; US 41 Revitalization phase I; Charlotte Harbor Gateway; Melbourne Street Bridge and all county-owned fenced retention ponds.
- May 25– May 31
- A total of 49 new requests were received related to drainage, shoulder repair, asphalt repair, brush, and illegal dumping.
- Drainage line & grade:
- 20,450 SF in Greater Port Charlotte
- 600 SF in Deep Creek
- 8,400 SF in Englewood East
- Small pipe install:
- 16 LF in Punta Gorda Non-Urban
- Menzie ditch cutting:
- 160,000 SF in West Charlotte Stormwater
- Culvert cleaning:
- Cleaned 54 culverts in Greater Port Charlotte
- Cleaned 16 culverts in Lemon Bay
- Cleaned 1 culvert in Road & Bridge West
- Cleaned 5 culverts in Northwest Port Charlotte
- Boom mower: Cut 53,434 CY in Greater Port Charlotte
- Cut 7,478 CY in Punta Gorda Non-Urban
- Cut 46,600 CY in Englewood East
- Cut 19,700 CY in Placida Area
- Debris removal:
- Removed 6,317 pounds of debris from locations throughout the County
- Shoulder repair:
- Repaired 2 miles of shoulder in locations throughout the County
- Asphalt repair:
- Utilized 3.52 tons of material to repair locations throughout the County
- Landscaping Services

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- Basic landscape maintenance was performed at: Manasota Key; South Gulf Cove; Grove City Park; US 17 medians in Cleveland; US 41 Revitalization phase I; Charlotte Harbor Gateway; Melbourne Street Bridge and all county-owned fenced retention ponds.
- Mosquito & Aquatic Weed Control Division
 - April 27 – May 3
 - Mosquito Control
 - Acres treated: 95.49
 - Landing rate counts taken: 2
 - Traps set: 2
 - Service requests: 7
 - Aquatic Weed Control
 - Sites treated: 16
 - Sites inspected: 19
 - Mitigation sites maintained: 0
 - May 4 - 10
 - Mosquito Control
 - Acres treated 0
 - Landing rates taken 4
 - Traps set/collected 1
 - Citizen requests 11
 - Aquatic Weed Control
 - Sites treated: 13
 - Sites inspected: 21
 - Mitigation sites maintained: 0
 - May 11 – May 17
 - Mosquito Control
 - Acres treated 9,903
 - Landing rates taken: 1
 - Traps set/collected: 5
 - Citizen requests: 10
 - Aquatic Weed Control
 - Sites treated: 39
 - Sites Inspected 18
 - Mitigation sites maintained: 1
 - Several Mosquito and Aquatic Weed Control employees attended a Zika Workshop in Lee County hosted by the Florida Department of Agriculture and Consumer Services (FDACS). Also in attendance were local officials from the Department of Health and personnel from both Lee and Collier County Mosquito Control Districts. Discussions included how to best prepare for Zika, roles that the Department of Health and FDACS play in dealing with a potential outbreak, and how Mosquito Control can be ready on the forefront. Charlotte County received specialized BG traps, created specifically for trapping the *Aedes aegypti* and *Aedes albopictus* (the primary vectors of Zika), in order to collaborate with the State and conduct better monitoring of those specific species. With all agencies working together, we are more prepared than ever in the event of a localized outbreak.
 - To date, Charlotte County has not seen any cases of Zika Virus, imported or otherwise.
 - May 18 – May 24
 - Mosquito Control
 - Acres treated: 8,586
 - Landing rate counts taken: 4
 - Traps set: 0
 - Service requests: 25
 - Aquatic Weed Control
 - Sites treated: 19
 - Sites inspected: 9

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- Mitigation sites maintained: 0
- Mosquito & Aquatic Weed Control division staff landed by helicopter at the Peace River Elementary School as a kickoff to "Camp Skeeter" which is an annual event that third graders have been participating in for several years.
- The "Day Helicopter" is designated for larval control and is leased through the Sheriff's Department. Students were excited to see the helicopter land and each group had an opportunity to ask questions and take a peek inside the giant Bell- Huey. On Wednesday, Mosquito Control staff will return to the school for classroom presentations on mosquito biology and educate students about how they can help reduce larval habitats in their backyards and prevent bites during summer break.
- May 25– May 31
- Acres treated: 3,053
- Landing rate counts taken: 2
- Traps set: 0
- Service requests: 8
- Aquatic Weed Control
- Sites treated: 4
- Sites inspected: 22
- Mitigation sites maintained: 0
- Charlotte County Mosquito Control's outreach activities continue with the assistance of Stephanie Phillips, Wellness Coordinator. A "Stall Story" was distributed countywide promoting mosquito control through several prevention techniques. Mosquito Control staff members thank her for her help and energy.
- Mosquito Control staff returned to Peace River Elementary School to conduct classroom presentations on mosquito biology and to educate students about how they can help reduce larval habitats in their backyards and prevent bites during summer break. Presentations were also given to two Home Owners Associations as well as to a Condominium Association.
- Mosquito Control staff members anticipate the arrival of one new full-time employee and annual seasonal staffing. Upon the arrival of additional staff, surveillance activities will increase in time for mosquito breeding season; sentinel chickens will be ready for placement in various sites countywide.
- Mosquito Control staff members are coordinating with other agencies and offered to provide assistance with the removal of large amounts of debris that collect water and create an environment conducive to mosquito breeding. Special traps are in place at one known debris field to monitor the mosquito species proven to carry Zika and other harmful viruses. A recommendation was made to remove the debris (especially tires) before the rainy season heightens.
- Mosquito Control staff members are working with the Public Information Office to develop a press release and article for the Charlotte Sun regarding Mosquito Control awareness week June 21-27. Staff will meet with the Florida Department of Health in June to coordinate.
- Mosquito Control completed 11 larvicide treatments of approximately 516 acres and 19 adulticide treatments of approximately 19,271 acres and received/responded to 8 residential service requests. Phone calls regarding Zika are steady with 1-2 per day.
- Traffic Signing & Marking – May Totals
- Herbicide:
- 527 items sprayed
- New Signs Installed: 34
- Legends Installed: 101
- Marine Signs Replaced: 27
- Road Scraping: 7,000 feet (1.33 miles)
- Signs Inspected: 3,601
- Sign Maintenance: 839
- Signs Manufactured: 76
- Striping: 130,675 feet (24.75 miles)

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- Traffic Counts: 45 traffic counts and 10 speed studies
- Trouble Calls (after hours): 6
- Solid Waste Division
 - Keep Charlotte Beautiful (KCB) attended the Peace River Elementary Fair night on May 6th where students received a prize for spinning the wheel and giving correct answers to questions regarding recycling and keeping our community clean.
 - KCB recognized the Recycle Bowl Winners at the Charlotte County School Board meeting on May 10th and handed them certificates as well as prizes.
 - KCB received the Cigarette Litter Prevention Program grant from Keep America Beautiful to place ash receptacles along the Harbor Walk in Punta Gorda in an effort to keep cigarette butts out of our waterways.
 - This month we had the Charlotte County Student Celebration on May 23rd. There were 140 people in attendance. At this ceremony, the students were recognized for their efforts in the KCB Calendar Art, Recycle Bowl, Boy Scout and Girl Scout volunteers, KCB Youth Advisory council, and Student of the year. All teachers were presented with a rose for their efforts to help the students achieve these honors.
 - The 2017 KCB calendar was completed and printed 3 months ahead of the historical timeline to allow for an earlier and more effective timeline for distribution.
 - Participated in the Team Parkside meeting with residents and educated the participants of the proper way of getting the most out of the sanitation services offered in the county as well as those available from the Solid Waste Division.
 - One homeless camp was cleaned up in the Murdock Village with a total of 9,920 pounds of debris collected and disposed of.
 - Three felony arrests were made as a result of the investigative efforts of the Illegal Dumping Staff.

Tourism

- Capt. Ralph Allen of King Fisher Fleet in Punta Gorda was inducted into the Charlotte County Tourism Hall of Fame and Emily Ellyn, Food Network's Retro Rad Chef, was the Charlotte County Tourism Luncheon's keynote speaker, Punta Gorda, Fla., May 12, 2016.
- Sports, Meetings and Leisure
 - The Florida Half Century Softball tournament took place May 21-22 and attracted 42 teams, generating more than 250 hotel room nights.
 - Sean Doherty attended the Travel Expo at the Villages. He distributed more than 500 Visitor Guides as well as brochures from area attractions and accommodations.
 - Sean attended the Capital Events Trade Show in Tallahassee in partnership with the Charlotte Harbor Event and Conference Center. He also conducted one-to-one sales calls at the offices of six associations and 3rd party meeting planners.
 - Sean attended the Florida Sports Foundation annual sports summit where he heard from and networked with 22 sports event organizers.
 - Sean finalized an agreement with the North American Sports Group to host the SpringFling Lacrosse tournament March 4-25. The women's NCAA collegiate event is projected to draw 30 teams over the three week period.
 - Susan Tobin, our Tallahassee representative, called on 15 state associations. She attended the Florida Showcase Tradeshow and Society of Government Meeting Planner's tradeshow on behalf of the VCB



- Marketing

- Chip Futch, Lorah Steiner and Julie Pennock attended the Florida Association of Destination Marketing Organizations conference in St. Petersburg.
- Chip Futch created videos for the VCB's summer campaign in Rockford, IL and Cincinnati Ohio. The videos in both markets focus on fishing and family summer escapes. As the videos ran on different on-line platform, Chip had to create 72 different versions – which he completed in an 8 hour day.
- Chip built landing pages for Sugar Bert Boxing, Big Orange Music Fest and the VCB's Risk Free vacation. Example: <http://www.charlotteharbortravel.com/big-orange-music-festival/>
- Staff attended both virtual and on-site focus groups as part of the VCB's branding process.
- Chip created a social (Facebook) push for Sugar Bert boxing which had a very high click-through rate.
- Chip was appointed to the VISIT FLORIDA Cultural, Heritage, Rural and Nature committee

- Film and Digital Media

- The VCB received a lead from Film Florida on behalf of Cortina Productions, looking for an historic steam ship for a museum display video. Unfortunately, the size of the ship precludes it being in any of the shallow waters around here, particularly with a draft of 16 feet.
- Jerry Jones was voted onto the board of directors of the Peace River Wildlife Center in May.
- The VCB is in the final stages of the production of the destination video that is being developed for distribution to our accommodations. The next to last phase of development is recording the narration and laying it over the video. The narration recording was completed last week.
- A zombie-genre movie inquired about a location in adjoining DeSoto County, the site of the former Carlstrom Air field. It was built during World War I to train pilots, then reactivated for similar purposes in 1941. After World War II, it became a hospital, which was closed in 2002 and became the DeSoto Juvenile Correctional Complex. The land is now privately owned, and according to DeSoto County Economic Developer Mike Tabor, about 80 abandoned WW I & II-era buildings remain at the site. Mike directed the producer to the current owner of the property; Charlotte County has advised the producer that it can assist with other resources. No date has been set yet for the production.

- Public Relations and Communications

- Jennifer Huber provided the following Media and Media Planning Assistance:
 - Provided Scott Fais, Florida on a Tankful for Central Florida 13 and Bay News 9, with what's new in the area and confirmed bicycle loan program is still active; supplied Sunseeker, the inflight publication of Allegiant, with happenings Aug. – Oct. along with images, to be considered for their calendar of events; provided updated information to a writer on assignment on an article about Punta Gorda in Lifestyles After 50 – the article should be published in late summer.
 - Provided an overview of fishing in the destination as a pre-conference trip for the Southeast Outdoor Press Association which is meeting in Central Florida in October. The reservation deadline for participants to apply is Aug. 15.
 - Jennifer attended the following meetings:
 - Charlotte County Tourism Lunch & Hall of Fame Induction
 - Charlotte Harbor Fisheries Forum
 - Englewood Tourism Assembly Meeting
 - Charlotte Harbor Environmental Center Board Meeting
 - Web Emergency Operations Center training
 - Meeting with Shot Locker Productions
 - Let's Eat, Englewood Committee Meeting

- Administration

- Lorah Steiner met with a group interested in developing a cultural heritage center.
- Attended a charrette on the development of a cultural heritage center.
- Completed the development of the 2016 Cycling Guide to Charlotte County
- Met with the Punta Gorda Tourism committee and the Englewood tourism committee
- Attended the Babcock Ranch development meeting

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- Lorah and Chip met with AQUA on summer campaign development
- Attended the Community Development meeting on sign codes

Utilities

- Human Resources:
- 237=Total positions 220 filled positions; 13 vacant positions; 4 offers pending
- Halogen Pay For Performance Year End Evaluations have started
- Public Outreach:
- 1 Press Releases Issued for Water Main Break Causes Temporary Road Closure on Elmira Boulevard
- Assisted with presentation development and delivery of break-out presentation Florida Excellence in Governance Workshop In Orlando, Florida May 12 & 13.
- Content Management of www.SpringLakesProject.com: 587 visitors to the site
- 281 Facebook Likers connected through social media
- Managed 21 Public Stuff inquiries and resolutions and 3 Public Records Requests
- Coordinated East Port WRF Public Education Facility Tour
- Agency representative to United Way Annual Meeting. Utilities Department was honored for being the top Charlotte County Government Department for 2016
- Publicized and coordinated Phase 2 Ackerman-Countryman Public Outreach Meetings. May 3, approximately 150 people in attendance
- PR/MRWSA Water Resources: Water Demand in April averaged 26.09 MGD and water quality was good. There was 10.65 BG of water in storage at the end of May representing 408 days of demand.
- Business Services:
 - Web Services – VueBill (hosted by BillTrust): Currently 13,304 (21%) of our customers now receive their bill electronically. 61% of our customers pay electronically.
 - Fixes Base Meter Installation: 16.9% of the 4,899 meters for this project have been installed. Mueller has introduced new technology and is swapping out the meters we have purchased with meters that include the new technology.
 - Customer Service: total number of customers to the lobby was 1,867
 - Delinquencies: total delinquency revenue for the month was \$54,502 FY 16 total: \$352,986
 - Banner Upgrade: Currently conducting User Acceptance testing. First data migration has occurred and we are conducting the second go around for user testing. Issues have developed that may require a two week extension to User Acceptance testing. Go live now scheduled for Aug. 28.
 - Accounts Receivable: the 90 day May accounts receivable days was 19.33% The 30 day May accounts receivable was 75.75%
 - Telephone Activity: There were 240 payment only calls and the average speed of answer was 35 seconds. 40% of all telephone calls are payment calls (either IVR or CSR). For the remaining 8,231 calls presented and average speed of answer was 2:54 minutes.
 - Customer Satisfaction: The key areas that we survey include: LPS installation, new meter installation, and move in customer. The overall results of April Surveys were: 91.8% of all customers surveyed were either satisfied or extremely satisfied.
- Engineering Services:
 - Monthly Statistics: 1,620 Locates Processed from Sunshine State One Call; 3 Developer Agreements Prepared; 110 Residential Service Availability Letters Prepared; 5 Commercial Service Availability Letters Prepared; 90 Residential Service Applications Processed; we are currently inspecting 12 CIPs, 6 private development projects and 10 line extensions.
 - EW Spring Lake Sewer Project & Construction Crew:
 - 256 letters sent for East/West Spring Lake Sewer Expansion for Phase 1 connections and appointments were made to obtain homeowners signature for the on lot agreement

- East/West Spring Lake temporary construction site and trailer set up complete at 357 Spring Lake Blvd including water, electric, and communication
- Well pointed and installed 1200 LF 8" gravity sewer main at 19800 Veterans Blvd. Also, installed 6 laterals to businesses.
- Started and completed 22476 Hallstead Ave WLE
- Connected resident to gravity sewer on Lehigh and Comstock
- Two equipment operators obtained there CDL
- Construction Foreman attended one day of training for Trenching and Excavating and conducted Operator II interviews and operating testing
- State Revolving Fund Activity:
- Drinking Water SRF
- Loan Acquisition in Process
- East and West Spring Lake Loan application in the amount of \$2,655M submitted
- Fixed Base Meters and Parkside loan application in the amount of \$13,351M submitted
- Clean Water SRF
- Loan Application in Process
- Reclaimed Water East Port Stage 5 Improvements (construction) was priority listed by FDEP during May hearing. Loan Amendment to follow, to be combined with Parkside Clean Water Loan
- Deep Creek Phase I (construction): was priority listed by FDEP during May hearing. Loan Amendment to follow, to be combined with Parkside Clean Water Loan.
- Sewer Master Plan was priority listed by FDEP during May hearing. Loan Application to be submitted in July.
- Loan Agreement Status
- East and West Spring Lakes
- Monitoring continues to verify compliance with federal regulations.
- Parkside Clean Water (construction) Application submitted in April, waiting for Agreement.
- Grants
- Legislative Appropriation – East and West Spring Lakes awarded additional \$500,000
 - Staff working on Amendment & Revised Work Plan
 - CDBG - Parkside Utility Improvements – Gertrude/Aaron
 - Environmental Review submitted to FDEO
 - SWFWMD – Reclaimed Water Phase 3
 - -Staff attended SWFWMD meeting February 10th to hear evaluations and rankings of proposals by District staff.
 - New Applications due October 2016
 - TMDL – East and West Spring Lakes Phases I and II
 - -Submitted revisions on Scope of Work and adjust task deadlines for Phase 1 to FDEP to reflect redesign from gravity to vacuum sewer.
- USDA – El Jobean
 - -USDA representative provided feedback on Preliminary Engineering Report and Environmental Report. Staff working on follow-up items
- RESTORE – East and West Spring Lakes
 - -Treasury is reviewing an application under the RESTORE Direct Component funding for the removal/abandonment of 300 septic tanks within the EWSL project area.
- Disbursements
- No Disbursements Submitted
- Operations Division:
 - Treatment Facilities (TF):
 - 225 preventative maintenance, 24 corrective, and 4 emergency work orders were completed.
 - Backflow/Reclaimed: 232 residential cross-connection inspections, 3 hydrant meter repairs and tests and 4 backflow/reclaim site inspections were completed.
 - Pre-Treatment: 90 monthly inspections, 39 re-inspections were completed. No notices of violation were issued. No spills were reported this month and 1 new installation at the First Alliance Church.

- Burnt Store WRF: Staff worked with a representative from Aqua-Aerobic to troubleshoot a wear problem on the Aqua-Disc filter. Mechanical adjustments were made and alternative maintenance methods were offered. Staff also repaired a leak on the Aeration Basin supply header.
- East Port WRF: Staff installed a new WAS #1 pump. The OEM inspection and startup was successful. Our staff was complimented by the manufacturer's representative for their high quality work. I&C Technicians discovered an incompatible version of software had been loaded by another department into a replacement computer causing invoicing problems with the Port-A-Logic system. It has been corrected. I&C Technicians made several emergency repairs to the plant's effluent CL- analyzer. The membrane in the CLT-10 analyzer was believed to be damaged due to a shock load (volatile organic carbons) received in the plant influent.
- I&C Technicians completed emergency repairs for an inoperable UPS on the Wonderware Operating Computer.
- Rotonda WRF: Staff installed motor drive couplings on aeration blower's #3 and #4. Staff also replaced damaged and worn carriage wheels on Drum Screen #2.
- West Port WRF: Staff installed the weirs in Clarifier #1. Staff also completed a permitted confined space entry to facilitate replacement of the operating rod for aeration basin #2 control gate and they replaced an air release valve at the deep injection well.
- Personnel: Treatment Facilities division is pleased to welcome our new Treatment Technicians Sean White and Mark Gambrell and Residuals Operator-Yoseli Delgado to our staff.
- Training: Two staff members attended the FSEA Meeting in Clearwater. Two attended forklift training and five attended first aid & CPR training. One staff member attended mosquitos, malaria and Zika training (required for spraying license) and one staff member attended Emergency Management Training and staff completed annual confined space certification requirements for respirator fit tests and rescue simulations.
- Tours & Events: A public tour was conducted at the EP WRF on May 11th and the Superintendent was a guest speaker at the Charlotte County Curmudgeon Club on May 27th.

Flow Data												
Year	Month	Burnt Store WRF		East Port		Rotonda WRF		West Port WRF		Total CCU		Burnt Store WTP
		A.D.F	A.D.F	A.D.F	A.D.F	A.D.F	A.D.F	A.D.F	A.D.F	A.D.F	A.D.F	A.D.F.
		Inf.	Reuse to	Inf.	Reuse to	Inf.	Reuse to	Inf.	Reuse to	Inf.	Reuse to	Water
		Flow	Customers	Flow	Customers	Flow	Customers	Flow	Customers	Flow	Customers	Customers
2016	Jan	0.455	0.001	4.896	0.428	1.326	0.540	0.603	0.256	7.280	2.016	0.430
2016	Feb	0.444	0.000	5.188	0.264	1.348	0.504	0.612	0.241	7.592	1.978	0.472
2016	March	0.386	0.002	4.549	0.537	1.143	0.938	0.614	0.223	6.692	1.700	0.533
2016	Apr	0.293	0.001	3.967	1.621	0.955	0.931	0.616	0.243	5.781	2.796	0.462
2016	May	0.222	.0001	3.727	1.685	0.766	0.761	.616	0.254	5.331	2.701	0.375
2015	June	0.266	0.001	3.773	1.376	0.809	0.851	0.532	0.334	5.380	2.562	0.329
2015	July	0.341	0.000	4.047	1.098	1.087	0.790	0.526	0.063	6.001	1.951	0.387
2015	Aug	0.354	0.000	5.446	0.586	1.090	0.706	0.538	0.049	7.428	1.341	0.330
2015	Sept	0.383	0.000	4.809	0.632	1.176	0.634	0.560	0.000	6.928	1.266	0.496
2015	Oct	0.321	0.003	4.037	0.988	0.992	0.854	0.537	0.155	5.887	2.000	0.429
2015	Nov	0.314	0.001	3.852	1.561	0.907	0.935	0.605	0.280	5.678	2.777	0.387
2015	Dec	0.340	0.000	3.915	1.200	0.911	0.878	0.599	0.281	5.765	2.642	0.387

- Water Distribution:
 - Completed the sandblasting of the Golf Course water storage tank. Sealer and waterproofing were applied and all superficial cracks were coated. The contractor has started to apply the final coating. It should be completed during the month of June.

Monthly Report, May 2016

- Completed a new chemical containment area around the CL2 storage tanks at the Walenda Booster Station. Started the installation of the new 1000 gallon CL2 storage tank.
- The Rotonda water storage tank was bypassed, drained and cleaned for the 5 year FDEP inspection. The Crom inspector will be on site 6/6/16 for the inspection and the tank should be back in service by the 10th.
- Distribution had 113 calls for water line breaks
- Completed 48 new water service installations
- 66 man hours were dedicated to Engineering projects
- Supervisors were trained on posting of emergency notices on our Utilities section of County's website. They will post after hours notices for the public.
- Met with SWFWMD about the Burnt Store water audit report.
- Wastewater Collection:
 - Sewer Line Work Group:
 - 33 Manholes raised and/or replaced, both ring & cover
 - 214 Defender rain guards installed
 - 75 Manholes inspected
 - 1 Gravity blockage cleared with VacCon
 - 2 Backups investigated – 1 customer problem & 1 CCU responsibility
 - 2 Odor complaints investigated
 - 1 Gravity service installed on main for new construction in Deep Creek
 - 44 Valves located and exercised
 - 1 - 6" valve installed at L/S 851
 - 81 Issues were found as a result of the prior smoke testing project – 48 repaired by the Utility – 33 determined to be homeowner issues
 - 21 New construction LPS taps installed
 - 11758' Gravity sewer main cleaned and televised
 - 1 Gravity service located for Engineering
 - Lift Stations Work Group:
 - 99 Corrective Maintenance work orders completed
 - 56 Preventative maintenance work orders completed
 - Rehab crew replaced the wet well floor, pump base, and discharge line at LS 304
 - Rehab crew replaced two discharge lines at LS 54
 - Assisted sewer line work group with wet well lid replacement due to Public Works paving project at LS 303
 - Three employees attended trenching and shoring training
 - Placed the MCC at LS #24
 - Low Pressure Sewer Work Group:
 - 3 Mandatory installs complete
 - 3 Mandatory 40% complete
 - 2 Failed tanks replaced
 - 8 Preventive Maintenance inspections complete (brought up to current standards)
 - 4 Up-Grades completed
 - 170 Low Pressure Service Calls responded to
 - 3 Bad Check valves at the street replaced
 - One new employee started
 - Three employees attended forklift training